



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Date : May 7, 2024

PR No.: 2024-04-0033

Name of Company : _____
Address : _____
TIN : _____
PhilGEPS Registration No. : _____

The DepEd Division of Batangas, through its Bids and Awards Committee (BAC), intends to procure services through Small Value Procurement under Section 53.9 of 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 for the project: **PR No. 2024-04-0033 - Hauling/Delivery of CY 2021 School Furniture under Basic Education Facilities Fund (BEFF)** with an Approved Budget for the Contract (ABC) of Six Hundred Nineteen Thousand Eight Hundred Fifteen Pesos and 04/100 only (**Php 619,815.04**).

Delivery Period: Thirty (30) calendar days

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided on the last page of this RFQ. Kindly submit this RFQ via e-mail at bac.sdobatangas@deped.gov.ph or in a sealed envelope, and/or courier duly signed by your authorized representative submitted to the BAC Office, DepEd Division of Batangas **not later than May 13, 2024, at 10:00 AM.**

A copy of the following documentary requirements must be submitted as part of your quotation:

1. Valid and Current Mayor's Permit
2. PhilGEPS Registration
3. Valid Tax Clearance
4. Latest Income/Business Tax Return (for ABC of 500k and above)
5. Omnibus Sworn Statement (template attached hereto as Annex "B")

For validation purposes, **kindly attach a screenshot of your PhilGEPS registration account, page, or dashboard.** Lastly, please be informed that submission of a copy of **BIR 2303 (aligned with the requirements of the project being procured) and a notarized Omnibus Sworn Statement** shall be required from the winning bidder before issuance of notice of award.

For any clarification, you may contact us via email at bac.sdobatangas@deped.gov.ph


GREGORIO T. MUECO, CESO VI
BAC Chairperson

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Annex “

**PR No. 2024-04-0033 - Hauling/Delivery of CY 2021 School Furniture under
Basic Education Facilities Fund (BEFF)
PR No. 2024-03-0033**

Important Note: State “Comply” in the column “Statement of Compliance” against each of the individual parameters of each “Specifications”.

To be pick-up at Handicapped Person Producers Cooperative (HAPPC) warehouse located at #10 Pearl Island Compound, Lawang Bato, Valenzuela

Door to Door delivery and assembly to the following schools:	Municipality	No. of Elem. /JHS Individual Learner's Table and Chair Set	No. of Teacher's Table & Chair Set	Statement of Compliance
Locloc Elementary School	San Luis	270	6	
Mahabang Parang Primary School	San Luis	90	2	
Tungal Elementary School	San Luis	360	8	
Banoyo National High School	San Luis	360	8	
Tingloy Senior High School	Tingloy	720	16	
Agoncillo Senior High School	Agoncillo	360	8	
Dona Tiburcia Carpio Malvar Elementary School	Sto. Tomas	180	4	
Jorge B. Vargas Memorial Elementary School	Talisay	180	4	
Masaya Elementary School	Rosario	135	3	
Imelda Elementary School	San Juan	180	4	
San Juan Senior High School	San Juan	180	4	
Dagatan National High School	Taysan	360	8	
SHS in Taysan	Taysan	180	4	

FINANCIAL OFFER

Please quote your **best offer**. Please do not leave any blank items. Indicate “0” if the item being offered is for free.

Hauling/Delivery of CY 2021 School Furniture under Basic Education Facilities Fund (BEFF) PR No. 2024-04-0033	
<i>Approved Budget for the Contract in the amount of</i> Six Hundred Nineteen Thousand Eight Hundred Fifteen Pesos and 04/100 only (Php 619,815.04) .	
<i>Your Total Offered Quotation in Words</i>	<i>In figures</i>

Terms of Payment:

- Payment shall be made through Land Bank’s LDDAP-ADA/Bank Transfer facility.
- Bank Transfer fee shall be charged against the creditor’s account.

Payment Details:

- Banking Institution:
- Account Number:
- Account Name:
- Branch:

TERMS AND CONDITIONS:

1. Suppliers/Service providers shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for **thirty (30) calendar days** from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties, and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest calculated and responsive quotation that complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. School furniture shall be pick-up at HAPPC warehouse, delivered door to door and assemble to the respective schools;
8. Schools shall only issue the signed Inspection and Acceptance Report (IAR) and Inventory Custodian Slip (ICS) upon complete delivery and assembly of the school furniture;
9. IAR and ICS shall be attached to your request for billing;
10. Haulers shall ensure to HAPPC that all needed parts and crews for the assembly are complete;
11. The price quotation shall be inclusive of all costs and applicable taxes;
12. The DepEd SDO Batangas shall have the right to conduct onsite visits to verify their conformity to the technical specifications.
13. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DepEd SDO Batangas shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
14. The DepEd Batangas reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time before contract award, without incurring any liability to the affected bidder or bidders.

Signature over Printed Name:	
Position/Designation:	
Office Telephone/Mobile No.:	
Email address:	
Date:	

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary’s Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided herein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]**[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project

7. Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

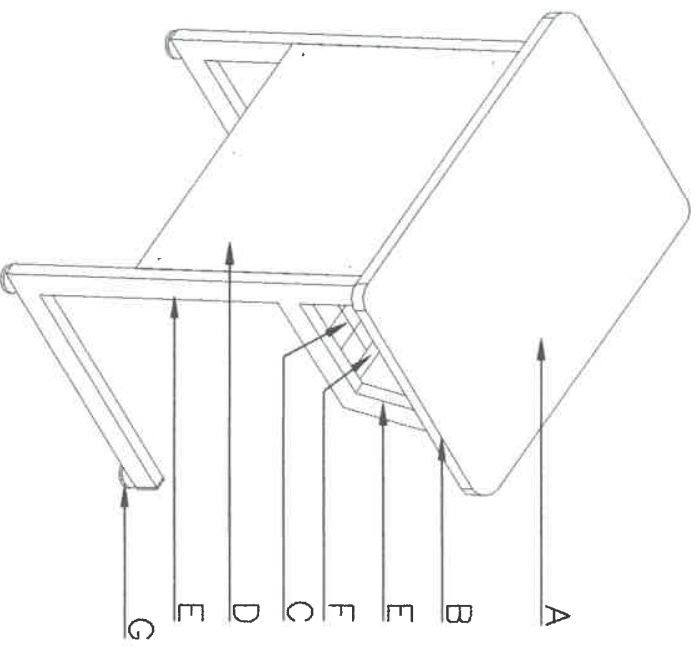
[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat] *[Format shall be based on the latest Rules on Notarial Practice]*

1		TECHNICAL SPECIFICATIONS OF LEARNER'S TABLE	
MARK	COMPONENTS	SPECIFICATIONS	
A	TABLE TOP	18MM THK TOP BOARD ROUND CORNER'S (1 SIDE 1.0MM THK HIGH PRESSURE LAMINATE / 1 SIDE VARNISH FINISHES ON MARINE PLYWOOD)	
B	EDGING	1.0 MM THK PVC EDGING, ALL EDGES OF TABLE TOP	
C	SHELF	METAL WIRE MESH 4MMTHKX50X50	
D	FRONT COVER	6MM THK FRONT COVER (1 SIDE 1.0MM THK HIGH PRESSURE LAMINATE / 1 SIDE VARNISH FINISHES ON MARINE PLYWOOD)	
E	MAIN FRAME	1.0MMTHKX20MMX40MM STEEL TUBULAR	
F	SECONDARY FRAME	1.0MMTHKX20MMX20MM STEEL TUBULAR	
G	ADJUSTABLE LEVELER	8MMØ THREAD WITH 38MMØ PLASTIC BASE	
	CONNECTOR/FLAT BAR	1MMTHKX25MMX50MM STEEL FLAT BAR (TABLE TOP-4PCS; SCREW)	
	CONNECTION	WOOD TO STEEL: SCREW: M5X12MM LENGTH SCREW; RIVETS: BLIND RIVET STEEL TO STEEL: FULL WELDING FOR TUBULAR TO FLAT BAR/CONNECTION STEEL TO STEEL (KNOCKDOWN): BOLT AND NUT FOR STEEL TUBULAR KD DESIGN IS FOR BIDDER TO PROPOSE	
2d			
SCHEDULE OF FINISHES			
TOP BOARD	1 SIDE 1.0MM THK HIGH PRESSURE LAMINATE / 1 SIDE VARNISH FINISHES ON MARINE PLYWOOD		
EDGING	1.0 MM THK PVC EDGING, ALL EDGES OF TABLE TOP		
FRONT COVER	1 SIDE 1.0MM THK HIGH PRESSURE LAMINATE / 1 SIDE VARNISH FINISHES ON MARINE PLYWOOD)		
METAL/STEEL TUBULAR	60-80 MICRON POWDER COAT FINISH FLAT BLACK FINISH		
LAMINATE COLOR	PANTONE 729C OR COLOR HEX #b07c45 / RGB 186, 124, 89 / CMYK 0%, 33%, 63%, 27% WITH WOOD GRAIN (SERANO BEECH OR EQUIVALENT)		

2b		EDGING - APPLICATION	
1	MACHINE APPLICATION OF GLUE TO TABLE TOP EDGES		
2	MACHINE APPLICATION OF PVC EDGING TO TABLE TOP EDGES		
3			
DIMENSIONS OF LEARNER'S TABLE (mm)			
MARK	COMPONENTS	DIMENSIONS	
d	TABLE HEIGHT	ELEMENTARY	SECONDARY
b	TABLE LENGTH	670 (+10)	710 (+10)
c	TABLE WIDTH	400	400



1 ISOMETRIC VIEW OF LEARNER'S TABLE
1 SCALE



DEPARTMENT OF EDUCATION
EDUCATION FACILITIES DIVISION
MARINO AVENUE, PASIG CITY

DESIGNED BY :
JET RIVERA 67-ALIBISO ARCHITECT

RECOMMENDING APPROVAL :
ENGR. ANABELLE P. RAMON
CER - EDUCATION FACILITIES DIVISION

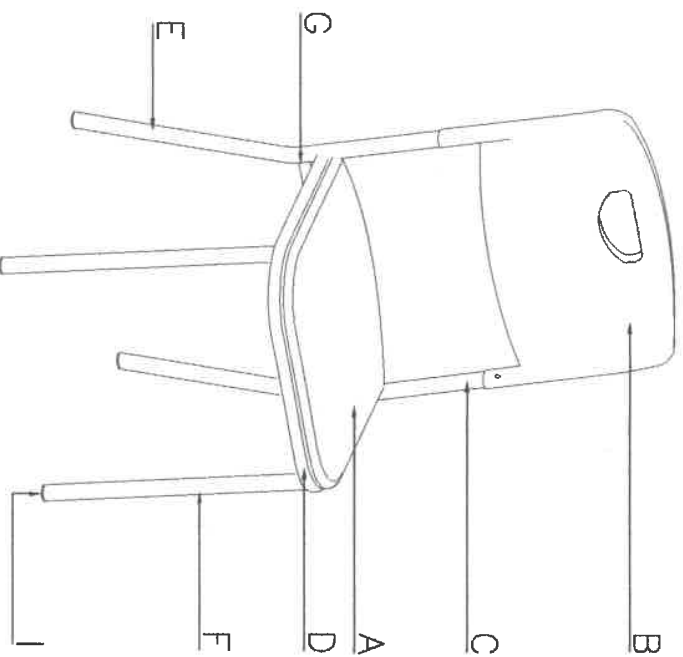
APPROVED BY :
ALAN DELA ROSA
INSPECTOR GENERAL FOR ADMINISTRATION

PROJECT TITLE :
LEARNER'S TABLE
(WOOD & STEEL)

SHEET COMMENTS:
TECHNICAL SPECIFICATION
SCHEDULE OF FINISHES
EDGING APPLICATION
DIMENSIONS
ISOMETRIC VIEW

DATE: 07/2021

SHEET NO:
1
3



1 ISOMETRIC VIEW OF LEARNER'S CHAIR
SCALE

DIMENSIONS OF LEARNER'S CHAIR (mm)

COMPONENTS	DIMENSIONS	
	ELEMENTARY	SECONDARY
SEAT HEIGHT	392	412
SEAT DEPTH	380	380
SEAT WIDTH	370	370
BACK HEIGHT	800	800
BACK WIDTH	410	410

TECHNICAL SPECIFICATIONS OF LEARNER'S CHAIR

MARK	COMPONENTS	SPECIFICATIONS
1	SEAT	BLOW MOLDED PLASTIC HIGH-DENSITY POLYETHYLENE (HDPE)
A	BACK	BLOW MOLDED PLASTIC HIGH-DENSITY POLYETHYLENE (HDPE)
B	BACK SUPPORT	BI PIPE TUBE 1.0MMX22MMØ
C	SEAT SUPPORT	BI PIPE TUBE 1.0MMX19MMØ
D	BACK LEG	BI PIPE TUBE 1.0MMX22MMØ
E	FRONT LEG	BI PIPE TUBE 1.0MMX22MMØ
F	LOWER SEAT SUPPORT	SO. TUBE 1.0MMX19MMX19MM
G	COVER CAP	PLASTIC GLIDE
H	HDPE TO STEEL	BACK HDPE TO STEEL - SELF TAPPING SCREW
I	SEAT HDPE TO STEEL	SEAT HDPE TO STEEL - 1MM THK 25MMX30MM FLAT BAR, M6X12 BOLT

SCHEDULE OF FINISHES

BLOW MOLDED	HIGH-DENSITY POLYETHYLENE (HDPE) PLASTIC
METAL/STEEL TUBULAR	60-80 MICRON POWDER COAT FINISH FLAT BLACK FINISH
HDPE COLOR	REFER TO COLOR CODE PANTONE 4865C OR COLOR HEX: #cdd788 / RGB: 205, 167, 136 / CMYK: 0% 19% 34% 20%



DESIGNED BY: **JET RAYMOND G. RUBISO**
ARCHITECT

RECOMMENDING APPROVAL: **ENR. ANABELLE PANAM**
CHIEF - EDUCATION FACILITIES DIVISION

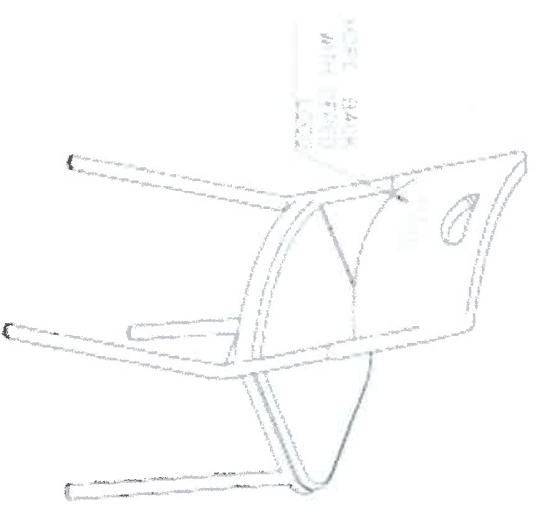
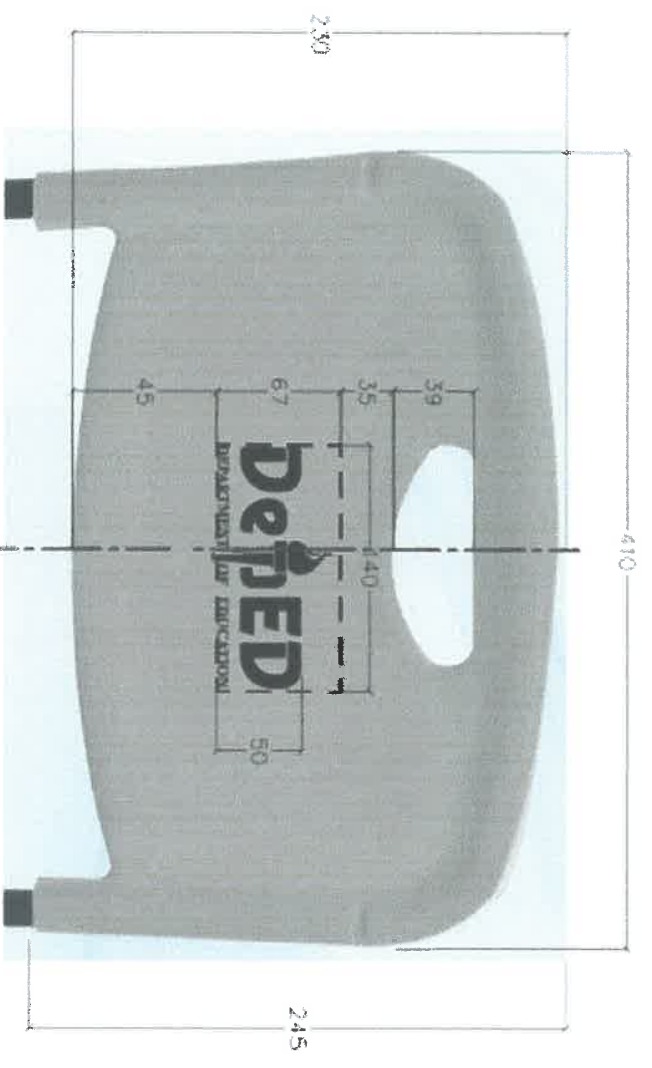
APPROVED BY: **ALAN DELA PASION**
UNDERSECRETARY FOR ADMINISTRATION

PROJECT TITLE: **LEARNER'S CHAIR (HDPE & STEEL)**

SHEET CONTENTS: **TECHNICAL SPECIFICATION SCHEDULE OF FINISHES SCHEDULING APPLICATION DIMENSIONS ISOMETRIC VIEW**

SHEET NO: **1**
5

DEPED LOGO SPECIFICATIONS FOR ALL LEARNER AND TEACHER'S CHAIR

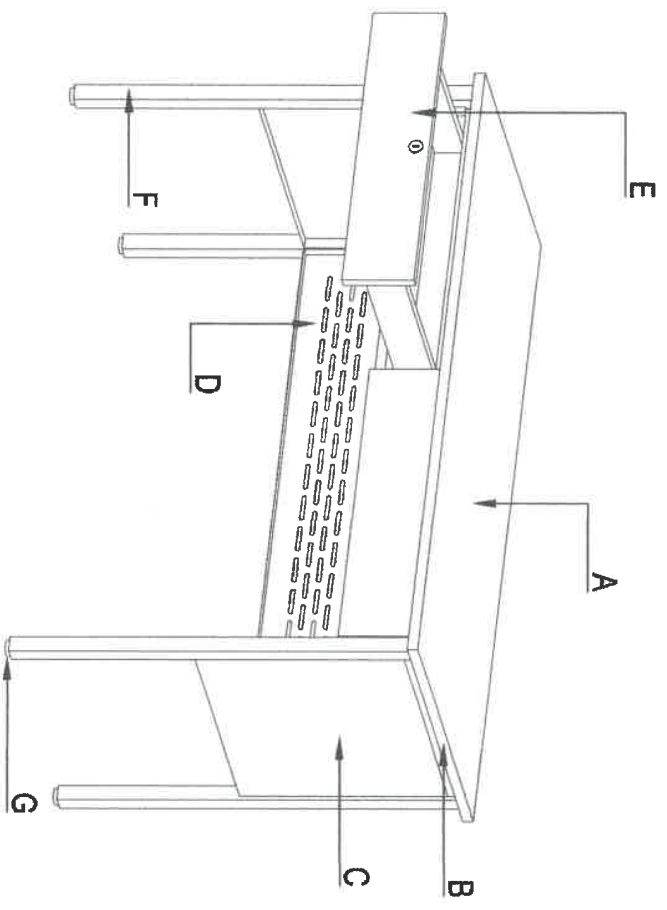


- SPECIFICATIONS:**
1. MATERIAL: BLOW MOLDED HDPE.
 2. MARKINGS: MINIMUM OF 0.8MM DEPTH EMBOSSED / MOLDED OFFICIAL "DepEd Logo" WITH THE INSCRIPTION "DEPARTMENT OF EDUCATION" AS PER DRAWING.
 3. COLOR CODE: PANTONE 4665C OR COLOR HEX: #edd788 / RGB: 205, 167, 136 / CMYK: 0%, 19%, 34%, 20%
 4. DEPED LOGO COLOR IS THE SAME AS BACKREST COLOR CODE.
- NOTE: BLACK COLOR OF LOGO SHOWN IS FOR ILLUSTRATION ONLY.

 <p>DEPARTMENT OF EDUCATION BUREAU OF EDUCATION MORONG DIVISION OFFICE MORONG AVENUE, MORONG CITY</p>	<p>DESIGNED BY :</p> <p><i>Jet R. Ramos</i> JET RAMOS ARCHITECT</p>	<p>RECOMMENDING APPROVAL :</p> <p><i>Engr. Amabel R. Panson</i> ENGR. AMABEL R. PANSON CHIEF - EDUCATION FACILITIES DIVISION</p>	<p>APPROVED BY :</p> <p><i>Alan D. Pison</i> ALAN D. PISON UNDERSECRETARY FOR ADMINISTRATION</p>	<p>PROJECT TITLE :</p> <p>LEARNER & TEACHER'S CHAIR - HDPE BACK DEPED LOGO DETAIL (HDPE & STEEL) CY 2021</p>	<p>SHEET CONTENTS</p> <p>HDPE BACK DEPED LOGO DETAIL PERSPECTIVE VIEW SPECIFICATIONS</p>	<p>SHEET NO.:</p> <p>1 1</p>
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1		TECHNICAL SPECIFICATIONS OF TEACHER'S TABLE	
MARK	COMPONENTS	SPECIFICATIONS	
A	TABLE TOP	18MM THK TOP BOARD ROUND CORNER'S (1 SIDE 1.0MM THK HIGH PRESSURE LAMINATE /1 SIDE VARNISH FINISHES ON MARINE PLYWOOD)	
B	EDGING	2.0MM THICK PVC EDGING	
C	SIDE COVER	0.6MM THICK COLD ROLL STEEL IN POWDER COATED FINISHES	
D	FRONT COVER	0.6MM THICK COLD ROLL STEEL IN POWDER COATED FINISHES WITH PUNCH HOLE DESIGN	
E	PULL OUT DRAWER	DRAWER FACE : 1 SIDE 1.0MM THK HIGH PRESSURE LAMINATE / 1 SIDE VARNISH FINISHES ON 18MM THICK MARINE PLYWOOD DRAWER BOX : 0.6MM THICK COLD ROLL STEEL IN POWDER COATED FINISHES DRAWER LOCK : 1 LOCK ONLY PER TABLE,	
	DRAWER GUIDE	400MM LONG RAIL GUIDE	
F	MAIN FRAME	1.0MMTHKX30MMX30MM STEEL TUBULAR	
	SECONDARY FRAME	1.0MMTHKX30MMX30MM STEEL TUBULAR	
G	ADJUSTABLE LEVELER	8MMØ THREAD WITH 38MMØ PLASTIC BASE	
	CONNECTOR	METAL FRAME BAR AND SCREW	
	CONNECTION	WOOD TO STEEL: SCREW; WOOD SCREW STEEL TO STEEL: FULL WELDING FOR TUBULAR TO FLAT BAR/CONNECTION STEEL TO STEEL (KNOCKDOWN): BOLT AND NUT FOR STEEL TUBULAR KD. DESIGN IS FOR BIDDER TO PROPOSE	
2a SCHEDULE OF FINISHES			
TOP BOARD	18MM THK TOP BOARD ROUND CORNER'S (1 SIDE 1.0MM THK HIGH PRESSURE LAMINATE /1 SIDE VARNISH FINISHES ON MARINE PLYWOOD)		
EDGING	2.0MM THICK PVC EDGING		
SIDE/FRONT COVER	60-80 MICRON POWDER COAT FINISH FLAT BLACK FINISH		
METAL/STEEL TUBULAR	60-80 MICRON POWDER COAT FINISH FLAT BLACK FINISH		
LAMINATE COLOR	PANTONE 729C OR COLOR HEX #8A7045 / RGB 186, 124, 69 / CMYK 0%, 33%, 63%, 27% WITH WOOD GRAIN (SERANO BEECH OR EQUIVALENT)		
2b EDGING – APPLICATION			
1	GLUE APPLICATION ON EDGE OF TABLE TOP		
2	APPLY PVC EDGING AND TRIM AND CLEAN		

3		DIMENSIONS OF TEACHER'S TABLE (mm)	
MARK	COMPONENTS	DIMENSIONS	REMARKS
a	TABLE HEIGHT	750	ALL DIMENSION SHALL BE SUBJECTED TO A MAXIMUM TOLERANCE OF PLUS 10MM
b	TABLE LENGTH	1200	
c	TABLE WIDTH	600	
d	SIDING/FRONT COVER	380	



1 ISOMETRIC VIEW OF TEACHER'S TABLE
SCALE

Defied
DIVISION OF EDUCATION
BACKLOG FACILITIES DIVISION
GENERAL EDUCATION DIVISION

DESIGNED BY :
JIT ROBINSON G. ALIBISO
ARCHITECT

RECOMMENDING APPROVAL :
ENGR. ANABELLE R. PANIGAM
CHIEF - EDUCATION FACILITIES DIVISION

APPROVED BY :
ALAN DE LA PISCINA
UNDERSECRETARY FOR ADMINISTRATION

PROJECT TITLE :
TEACHER'S TABLE
(WOOD & STEEL)

SHEET COMMENTS:
TECHNICAL SPECIFICATION
SCHEDULE OF FINISHES
EDGING APPLICATION
DIMENSIONS
ISOMETRIC VIEW

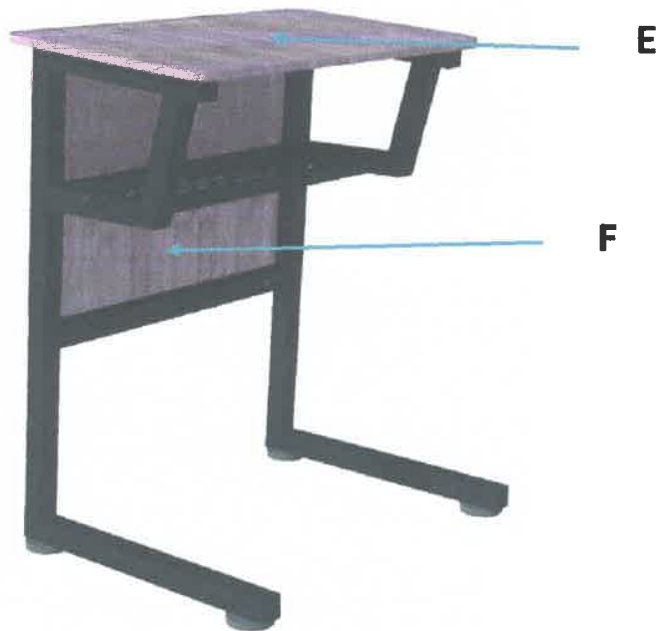
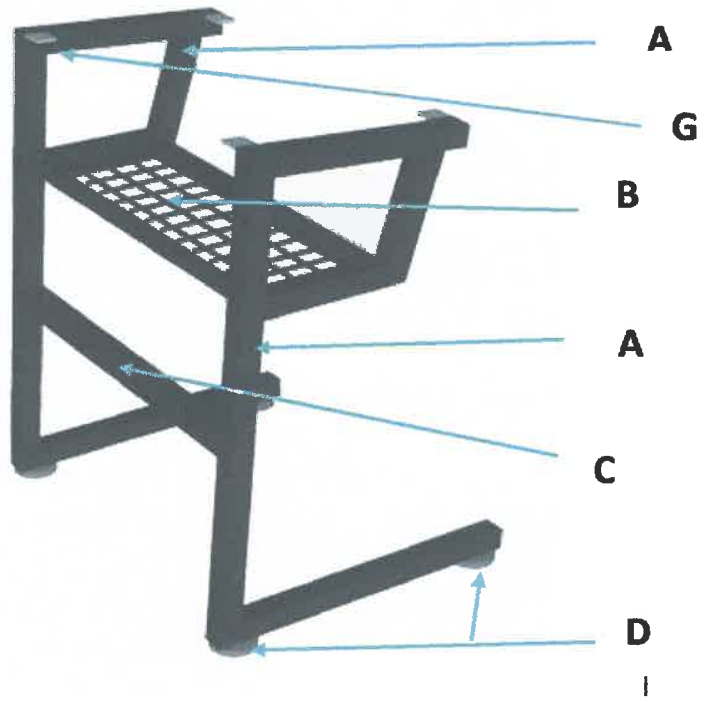
DATE: 07/2021

1
6

LERANER'S TABLE:







In a box:

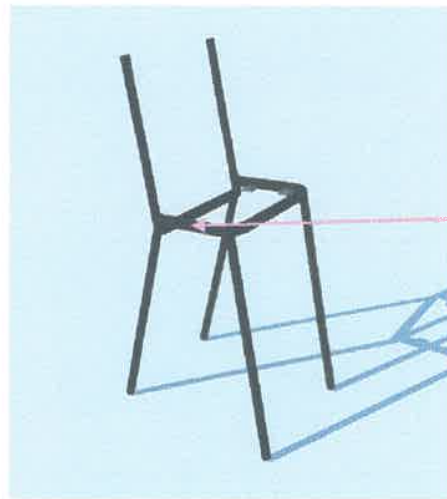
Legend	Description	Quantity
A	Learners leg	2
B	Shelve	1
C	Front cover brace	1
D	Adjsutible leveler	4
E	Table top (HPL)	1
F	Front Cover (HPL)	1
G	Screw	10

LEARNER'S CHAIR: Packed



A

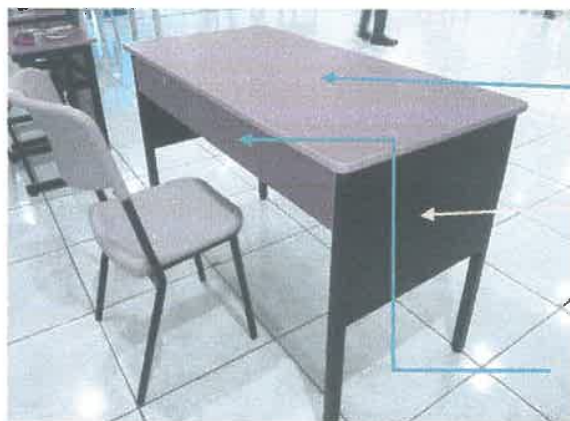
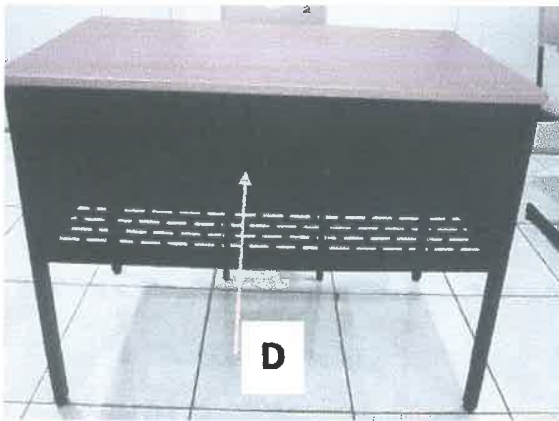
B



C

Legend	Description	Quantity
A	Blow Molded Plastic Backrest	1
B	Blow Molded Plastic Seat	1
C	Learner's Chair frame	1
D	Screw	4

Teacher's Table: In a box



Legend	Description	Quantity
A	Table top (HPL)	1
B	Side Cover w/ Table leg	2
C	Pull out drawer	2
D	Front Cover	1
E	E-nut screw	10