



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

BIDS and AWARDS COMMITTEE
(Goods & Services)

REQUEST FOR QUOTATION
RFQ No.G-11-029

The Department of Education Schools Division of Bulacan through the Bids and Awards Committee (BAC) for Goods & Services will undertake procurement of A4 Bond Paper with an Approved Budget for the Contract (ABC) of Seventy Six Thousand Nine Hundred Sixty Pesos only (Php 76,900.00) through the Alternative Method of Procurement-Shopping modality Section 52.1 (b) of RA 9184 and its IRR. Project description is as follows:

No.	Items	Quantity	Estimated Unit Cost	Estimated Total Cost
1	A4 Bond Paper Multicopy paper 70gsm	296 reams	Php 260.00	Php 76,960.00

For this matter, please quote your lowest price on the item description in the attached Request for Quotation Form (RFQ). You may submit the duly accomplished form signed by you or your authorized representative through electronic mail via depedsdobulacanbac@deped.gov.ph or at this Office c/o the BAC (Goods & Services) Chairman, DepED Schools Division Office of Bulacan, Capitol Compound, Guinhawa, City of Malolos, Bulacan. Specified hereunder are the General Conditions of the Project. **Deadline of submission shall be on November 30, 2020. Late submission will not be accepted.**

GENERAL CONDITIONS:

1. All entries must be duly signed by the bidder or authorized representative, corrections must be countersigned;
2. Price offer exceeding the ABC of this project shall be automatically disqualified
3. Total bid offers shall be inclusive of all taxes such as but is not limited to VAT, income tax, local tax, and other levies
4. Price validity shall be for a period of (30) calendar days from the date of opening
5. The price offered shall not be subject to any increase for whatever reason including in cases of devaluation/inflation during the entire duration of the contract.
6. The supplier with the lowest quotation shall submit the following documents to wit:
 - a. SEC/DTI Registration;
 - b. Business/Mayor's Permit;
 - c. BIR Registration Certificate;
 - d. Tax Clearance; and
 - e. PhilGEPS Registration Certificate


CECILIA E. VALDERAMA, Ph.D.
Assistant Schools Division Superintendent



REQUEST FOR QUOTATION FORM

RFQ No.G-11-029

Date: _____

Please quote your lowest price on the items/listed below subject to the General Conditions of this RFQ and submit sealed quotation before November 30, 2020. All technical qualifications are mandatory. Failure to comply to any of these requirements shall be a ground for the disqualification of your quotation.

BAC Goods & Services

ITEM DESCRIPTION & SPECIFICATIONS	QUANTITY	Bidder's Specification	TOTAL COST	TOTAL COST
A4 Bond Paper	296 reams			

This is to submit our price quotation as indicated above after having read and accepted the General Conditions of this RFQ.

Name & Signature

Date