




Republic of the Philippines
Department of Education
 REGION III – CENTRAL LUZON
 SCHOOLS DIVISION OF BULACAN

Request for Quotation (RFQ)

Date: December 4, 2020
RFQ No.: I-12-39

To all Eligible Suppliers:

- I. Please quote your lowest price inclusive of VAT on the item listed on the following page, subject to the Terms and Conditions of this RFQ. Submit or send your quotation, fully sealed and duly signed by you or your representative to the Bids and Awards Committee or its Secretariat not later than **December 9, 2020, 10:00 am** at **DepEd - Schools Division Office Bulacan, Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos**. Quotation that exceeds the approved budget for the contract (ABC) shall be rejected. For more information, please call us at Telephone No.: **(044) 861-6154**. or email us at **sdobulacan@deped.gov.ph**.


ROWENA T. QUIAMBAO, CESE
 BAC Chairperson (Infrastructure)

II. Particulars

Lot No	Item & Description / Technical Specifications	Approved Budget for the Contract (ABC) in PhP	Quantity and Unit of Measure	Bidder's TOTAL PRICE in Pesos
	PROPOSED REPAIR AND IMPROVEMENT OF THE SCHOOLS DIVISION OFFICE	960,490.23	See attached Program of Works	

Contract Duration: **Forty-Five (45) days** from Contractor's receipt of Notice to Proceed.

Location/Site: **DepEd - Schools Division Office Bulacan, Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos**

This is to submit our price quotations as indicated above subject to the terms and conditions of this RFQ.

Contractor's Business Name:				TIN:	
Address:					
Telephone No.:		Fax No.:		E-mail:	
Supplier's Authorized Representative's Signature over Printed Name:				Date:	

Terms and Conditions

A. Submission of Requirements

1. **Sealed quotations and other requirements stated below** shall be submitted or sent by the bidder/supplier to the Bids and Awards Committee (BAC) or its Secretariat on or before the deadline for submission quotation(s) and at the address stated in this RFQ, as follows:
 - 1.1. Duly signed and accomplished Request for Quotation (prices quoted in Philippine currency)
 - 1.2. Duly accomplished and signed Program of Works: Bill of Quantities and Detailed Cost Estimate;
 - 1.3. Current Mayor's/Business Permit
 - 1.4. Certificate of PhilGEPS Registration (Platinum)/PhilGEPS Registration Number
 - 1.5. Income or Business Tax Return
 - 1.6. PCAB License (General Building)
 - 1.7. Omnibus Sworn Statement

Bidder's/supplier's failure to submit or send any of the above-stated documents on or before the deadline stated in this RFQ shall be ground for disqualification of the bidder/supplier and its/his/her/their quotation(s).

B. Evaluation of Quotations

Quotations shall be compared and evaluated on the basis of the following criteria:

1. Completeness of Submission
2. Bidders' price quotations
3. Compliance with procuring entity's assessment of the technical, legal, and financial capability and experience of the bidder in the same or similar business

In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the procuring entity shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning bidder in accordance with GPPB Circular 06-2005.

C. Award

Bidder(s)/supplier(s) who submitted the lowest calculated and responsive quotation(s) shall be awarded the PO after evaluation of quotations by the BAC. Evaluation of quotations and award shall be made on a **per lot basis**.

D. Project Completion

1. Completion of the project shall be made within **45 calendar days** from date of receipt of Notice to Proceed by the Contractor.
2. The Project Site is at **DepEd - Schools Division Office Bulacan, Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos**.
3. Upon completion of the project, the contractor shall notify the Procuring Entity and present the following documents:
 - a. Notice to Proceed;
 - b. Statement of Work Accomplishment;
 - c. Inspection/Punchlist of Corrective Works Report;
 - d. Progress Photographs (Before, During, After);
 - e. Certificate of Completion; and
 - f. Certificate of Turn-Over

For the purpose of these conditions, the procuring entity's representative at the Project Site is **Carl Paulo A. Fernando, Division Engineer**.

E. Instructions

- a. Contractor shall be responsible for the source(s) of its materials/equipment, and shall perform the work/s in accordance with the schedule, and specifications of the project. Failure of the contractor to comply with this provision shall be ground for cancellation of the award or contract issued to the contractor.
- b. Contractor shall proceed with works of the project in its favor after the date of receipt of notice to that effect. A Notice to Proceed shall constitute an official notice to the Contractor. Thereafter, if the project has not yet started, the contract may be cancelled.
- c. Contractor who accepted a project but failed without justifiable cause to perform the work within the time called for in the contract shall be disqualified from participating in DepEd or any of DepEd units' future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its revised IRR against the supplier.

The term "without justifiable cause" refers to force majeure, and/or extraordinary circumstances defined in the Civil Code of the Philippines.

- d. Rejected work shall be construed as non-delivery, and the contractor shall undertake the necessary repair works, at his own expense, subject to liquidated damages for delayed completion.
- e. All duties, revenue charges, excise and other taxes shall be paid by the Contractor.
- f. All transactions are subject to withholding of credible Value Added Tax

and/or Expanded Value Added Tax per revenue regulation(s) of the Bureau of Internal Revenue.

F. Inspection

1. The Procuring Entity may conduct an inspection prior to the award of Contract, to validate compliance to the required technical requirements.
2. All work accomplished by the contractor shall be subjected to inspection, and acceptance by the DepEd Inspection team and end-user.

For the purpose of this condition, the Procuring Entity’s representative at Project Site is Carl Paulo A. Fernando, Division Engineer.

G. Liquidated Damages

A penalty of one-tenth of one per cent (0.1%) of the cost of the unperformed portion of the works for every day of delay shall be charged to defaulting contractor.

H. Warranty

One (1) year from project completion up to final acceptance or the defects liability period, the contractor shall undertake repair works, at his own expense, of any damage to the infrastructure on account of the use of materials of inferior quality, within thirty (30) days from the time the Head of the Procuring Entity has issued an order to undertake repair.

In case the bidder/supplier fails to comply with its obligation under this warranty, the procuring entity may exercise its option to blacklist the contractor in accordance with the provisions of RA 9184 and its revised IRR.

To signify said warranty, the bidder/supplier shall issue a Warranty Certificate in favor of the procuring entity as a condition for payment of the contract price.

I. Payment

1. Partial payment can be made thru progress billing of the works accomplished and submission by the contractor of the following documents:
 - a. Request for Payment;
 - b. Statement of Work Accomplished; and
 - c. Progress Photographs of accomplished works;
2. Full and final payment shall be made upon full completion of the works and submission by the contractor of the following documents:
 - a. Request for Final Payment;
 - b. Statement of Work Accomplished;
 - c. Inspection/Punchlist of Corrective Works Report;
 - d. Progress photographs;
 - e. Certificate of Completion; and
 - f. Certificate of Turn-Over Acceptance;

J. Reservation Clause

The procuring entity reserves the right to reject any and/or all quotations, not award the contract or annul the bidding process under the following situations without thereby incurring any liability to the affected parties or bidders:

- a) If there is prima facie evidence of collusion between appropriate public officers or employees of the procuring entity, or between the BAC and any of the bidders, or if the collusion is between or among the bidders themselves, or between a bidder and a third party, including any act which restricts, suppresses or nullifies or tends to restrict, suppress or nullify competition;
- b) If the BAC is found to have failed in following the prescribed bidding procedures; or
- c) For any justifiable and reasonable ground where the award of the contract will not redound to the benefit of the GOP, as follows;
- d) if the physical and economic conditions have significantly changed so as to render the project no longer economically, financially, or technically feasible, as determined by the Head of the Procuring Entity;
- e) if the project is no longer necessary as determined by the Head of the Procuring Entity; and
- f) if the source of funds for the project has been withheld or reduced through no fault of the procuring entity.

K. Bidder's binding commitment to the procuring entity

After having carefully read and accepted your Request for Quotation (RFQ) and its Terms and Conditions, I/We submit herein price quotation(s) for the item(s) in this RFQ. The quotation(s) shall be binding upon me/us for **thirty (30) calendar days** reckoned from last day of submission indicated in this RFQ. The corresponding Award or Contract shall be accepted by me/us at any time before expiration of this period.

I/We confirm that the prices quoted in this RFQ are fixed and firm for the duration of the validity period and will not be subject to upward revision or variation.

We confirm that we are eligible to participate in government public procurements having been issued valid business permit, license, and/or registration by the government and/or its instrumentalities.

My/our authorized signature on page two (2) of this RFQ binds me/us to this document of the procuring entity.

L. Program of Works (attach blank POW)

PROGRAM OF WORKS

BILL OF QUANTITIES / SUMMARY SHEET

School: SCHOOLS DIVISION OFFICE OF BULACAN			Date: November 2020			
Region: III			Budget Allocation: PHP 960,490.23			
Division: BULACAN			Engineering and Admin Overhead: PHP 0.00			
Project Title:			Approved Budget for Contract: PHP 960,490.23			
PROPOSED REPAIR AND IMPROVEMENT OF THE SCHOOLS DIVISION OFFICE			Completion Period: 45 calendar days			
			Minimum Required Manpower:			
			General Foreman	Welder	Carpenter	Electrician
Location: CITY OF MALOLOS, BULACAN			Helper			
			Mason	Painter		
			Minimum Required Equipment:			
			Hand Tools			
			One-Bagger Mixer			
			Welding Machine			
			Bar Cutter			
Item I.D.	Item Description	% of Total	Unit	Quantity	Total Cost	Remarks
I. DIRECT COST						
1	General Requirements		lot	1.00		
1.0	Earthworks		lot	1.00		
2.0	Concreting Works		cu.m	1.40		
3.0	Rebar Works		kg	105.36		
4.0	Formworks		sq.m	22.20		
5.0	Masonry Works		lot	1.00		
6.0	Doors and Windows		lot	1.00		
9.0	Ceiling and Carpentry Works		sq.m	65.94		
10.0	Electrical Works		lot	1.00		
11.0	Plumbing Works		lot	1.00		
12.0	Sanitary Works		lot	1.00		
13.0	Painting Works		sq.m	550.49		
14.0	Tile Works		sq.m	11.50		
15.0	Others		set	125.00		
Sub-Total						
II. INDIRECT COST						
Overhead Expenses						
Contingencies						
Miscellaneous						
Contractor's Profit						
Sub-Total						
III. TAX 5% of (I+II)						
Sub-Total						
IV. TOTAL CONSTRUCTION COST (I + II + III)						

Prepared by:

PROGRAM OF WORKS

DETAILED COST ESTIMATE

PROJECT : PROPOSED REPAIR AND IMPROVEMENT OF THE SCHOOLS DIVISION OFFICE
 SCHOOL : SCHOOLS DIVISION OFFICE OF BULACAN
 LOCATION : CITY OF MALOLOS, BULACAN
 OWNER : DEPARTMENT OF EDUCATION

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST		TOTAL COST		GRAND TOTAL
				MATERIAL	LABOR	MATERIAL	LABOR	
	GENERAL REQUIREMENTS							
	Mobilization/Temporary Structures, Utilities and Services/Demobilization	lot	1.00					
	Safety and Health	lot	1.00					
	Sub-total							
1.0000	Earthworks							
	<i>For the Improvements on the Perimeter Fence</i>							
1.0200	Structural Excavation	cu.m	0.50					
1.0300	Backfilling and Compaction	cu.m	0.38					
1.0400	Gravel Bedding G-1	cu.m	0.05					
	Sub-total							
2.0000	Concreting Works							
	<i>For the Improvements on the Perimeter Fence</i>							
	Wall Footing	cu.m	0.13					
2.0200	Portland Cement	bag	2.00					
2.0300	Crushed Gravel 3/4"	cu.m	0.25					
2.0500	Washed Sand	cu.m	0.25					
	Beams	cu.m	0.28					
2.0200	Portland Cement	bag	3.00					
2.0300	Crushed Gravel 3/4"	cu.m	0.50					
2.0500	Washed Sand	cu.m	0.25					
	Column	cu.m	0.54					
2.0200	Portland Cement	bag	5.00					
2.0300	Crushed Gravel 3/4"	cu.m	0.75					
2.0500	Washed Sand	cu.m	0.50					
	<i>For the Concrete Counter Sink</i>							
	Concrete Counter Sink	cu.m	0.45					
2.0200	Portland Cement	bag	5.00					
2.0300	Crushed Gravel 3/4"	cu.m	0.50					
2.0500	Washed Sand	cu.m	0.25					
	Sub-total							
3.0000	Rebar Works							
	<i>For the Improvements on the Perimeter Fence</i>							
	Wall Footing	kg	9.50					
	Beams	kg	32.47					
	Column	kg	57.99					
	<i>For the Concrete Counter Sink</i>							
	Concrete Counter Sink	kg	5.40					
3.0500	Deformed Round Bars, Grade 40	kg	105.36					
3.1200	G.I. Tie Wire	kg	3.00					
	Sub-total							
4.0000	Formworks							
	<i>For the Improvements on the Perimeter Fence</i>							
	Columns	sq.m	7.20					
4.0100	Coco Lumber	bd.ft	123.00					
4.0200	Plywood Ordinary, 1/4" x 4' x 8'	pc	2.00					
4.0400	CWN, Assorted	kg	2.00					
	Beams	sq.m	9.90					
4.0100	Coco Lumber	bd.ft	51.00					
4.0200	Plywood Ordinary, 1/4" x 4' x 8'	pc	2.00					
4.0400	CWN, Assorted	kg	1.00					
	<i>For the Concrete Counter Sink</i>							
	Concrete Counter Sink	sq.m	5.10					
4.0100	Coco Lumber	bd.ft	26.00					
4.0200	Plywood Ordinary, 1/4" x 4' x 8'	pc	1.00					
4.0400	CWN, Assorted	kg	1.00					
	Sub-total							
5.0000	Masonry Works							
	Masonry Wall	sq.m	10.40					
5.0100	Demolition of Masonry Wall	sq.m	2.76					
5.0200	CHB 6" thk	pc	130.00					
2.0200	Portland Cement	bag	8.00					
2.0500	Washed Sand	cu.m	1.00					

1.0000	Earthworks						
	<i>For the Improvements on the Perimeter Fence</i>						
5.0400	10mm x 6m RSB	kg	14.00				
3.1200	G.I. Tie Wire	kg	1.00				
	Plastering	sq.m	20.80				
2.0200	Portland Cement	bag	7.00				
2.0500	Washed Sand	cu.m	0.75				
	Sub-total						
6.0000	Doors and Windows						
	<i>For the ICT Office @ 2F, Pantry @ 3F & Stair Soffit @ GF</i>						
	Panel Door 0.90m x 2.10m with Glass Opening on 100mm Wooden Jamb complete with Accessories (lever type door knob)	set	3.00				
6.1300	1/4" thk Fixed Clear Glass on Powder Coated Aluminum	sq.m.	22.40				
	Sub-total						
9.0000	Ceiling and Carpentry Works						
	Exterior Ceiling	sq.m	35.00				
9.0100	Removal of Ceiling	sq.m	35.00				
9.1000	Metal Double Furring Channel (19mm x 50mm x 3m x 0.5mm thk)	pc	25.00				
9.0800	Metal Carrying Channel (12mm x 38mm x 5m x 0.8mm thk)	pc	9.00				
9.1100	Wall Angle 1" x 1" x 10'	pc	47.00				
9.1200	Preformed Wire Clip	pc	88.00				
	Suspension Hanger (metal carrying channel 12mm x 38mm x 5mts. X .80mm thk.)	pc	11.00				
9.2200	Concrete Nails	kg	1.00				
8.1100	Blind Rivets	pc	520.00				
9.0890	Fiber Cement Board, 1/4" x 4' x 8'	pc	13.00				
	Dry Wall	sq.m	30.94				
	<i>For the ICT Office @ 2F, Pantry @ 3F & Stair Soffit @ GF</i>						
9.0890	Fiber Cement Board, 1/4" x 4' x 8'	pc	24.00				
9.1800	S4S Lumber, Kiln Dried, Tanguile	bd.ft	292.00				
9.2100	Finishing Nails	kg	2.00				
4.0400	CWN, Assorted	kg	6.00				
9.2200	Concrete Nails	kg	2.00				
9.1900	Wood Preservative, Brown	L	4.00				
	Sub-total						
10.0000	Electrical Works						
	<i>For the ICT Office @ 2nd flr & Pantry @ 3rd flr</i>						
	Roughing-ins						
10.0100	Electrical Conduit uPVC, 15mmØ	pc	5.00				
10.0200	Electrical Conduit uPVC, 20mmØ	pc	14.00				
10.1300	Surface Mounted Utility Box, G.I.	pc	2.00				
	Wires & Fixtures						
10.1600	3.5 mm² THHN Wire, Stranded	m	30.00				
10.1700	5.5 mm² THHN Wire, Stranded	m	80.00				
10.2700	Duplex Convenience Outlet, Grounding Type, 20A, 250V	set	2.00				
10.3100	2 Single Pole Wall Switches in One Switch Plate (10 AMP, 18 2 x 18W LED Lighting Fixture, Recessed Type, with	set	2.00				
		set	2.00				
	LED Down Ligh, Recessedt, 12W, 6"Ø	set	6.00				
10.5500	Electrical Tape	pc	3.00				
	Sub-total						
11.0000	Plumbing Works						
	<i>For the Pantry @ 3rd flr</i>						
	Stainless P-Trap, 1-1/4 Ø	set	2.00				
11.0100	Stainless Steel Bidet set, complete with accessories	set	2.00				
11.1000	PP-R Pipe 3/4"Ø x 4.0m	pc	10.00				
11.1500	PP-R Coupling, 3/4"Ø	pc	10.00				
11.2600	PP-R Tee, 3/4"Ø	pc	10.00				
11.2100	PP-R Elbow 90° x 3/4"Ø	pc	10.00				
11.1100	PP-R Pipe 1/2"Ø x 4.0m	pc	2.00				
11.1600	PP-R Coupling, 1/2"Ø	pc	2.00				
11.2700	PP-R Tee, 1/2"Ø	pc	4.00				
11.2200	PP-R Elbow 90° x 1/2"Ø	pc	4.00				
11.3800	Gate Valve, 3/4"Ø	pc	1.00				
	Faucet, Plain Bibb, Brass 1/2"Ø	pc	1.00				
	PP-R Adaptor Female Thread 1/2"Ø	pc	1.00				
	Sub-total						
12.0000	Sanitary Works						
	<i>For the Pantry @ 3rd flr & ACU Drains</i>						
12.0700	PVC Sanitary Pipe 2"Ø x 3.0m	pc	2.00				
12.0710	PVC Sanitary Pipe 1"Ø x 3.0m	pc	25.00				

1.0000	Earthworks						
	<i>For the Improvements on the Perimeter Fence</i>						
12.1110	PVC Sanitary Elbow 90° x 1"Ø	pc	210.00				
12.1410	PVC Sanitary Elbow 1/8 x 2"Ø	pc	2.00				
12.1800	PVC Sanitary Wye 2" x 2"	pc	2.00				
12.2000	PVC Sanitary Wye Reducer 4" x 2"	pc	2.00				
12.2210	PVC Sanitary Tee Reducer 4" x 2"	pc	2.00				
	uPVC Cleanout 2" x 2"	pc	1.00				
12.3000	PVC Cement	can	8.00				
	All Purpose Epoxy	pa	1.00				
	Pipe Clamp	pc	150.00				
11.0620	S.S. Sink with Strainer and P-Trap	set	1.00				
	Sub-total						
13.0000	Painting Works						
	<i>Exterior Surfaces of SDO Bldg (Front Side) + Dry Walls</i>						
	Concrete surfaces	sq.m	536.89				
13.0200	Latex, Flat	gal	1.00				
	Solvent-Based Acrylic Putty	gal	54.00				
	Acrylic Reducer	gal	41.00				
	Primer, Acrylic	gal	54.00				
	Acrylic, Semi Gloss	gal	54.00				
13.0500	Acri Color	qrt	27.00				
	Wood/Steel surfaces	sq.m	13.61				
13.0600	Enamel, Flatwall	gal	1.00				
13.0700	Glazing Putty	gal	1.00				
13.0800	Enamel, Semi Gloss	gal	2.00				
13.0900	Paint Thinner	L	1.00				
	Sub-total						
14.0000	Tile Works						
	<i>Replacement of Damaged Floor Tiles at SDO Bldg</i>						
	Flooring	sq.m	7.00				
14.0220	Unglazed Floor Tiles 60cm x 60cm	pc	21.00				
14.0300	Tile Adhesive 25 kg/bag	bag	2.00				
14.0500	Tile Grout 5 kg/bag	bag	1.00				
	<i>Replacement of Damaged Floor Tiles Only</i>						
	Flooring	sq.m	4.50				
14.0120	Glazed Wall Tiles 60cm x 60cm	pc	13.00				
14.0300	Tile Adhesive 25 kg/bag	bag	1.00				
14.0500	Tile Grout 5 kg/bag	bag	1.00				
	Sub-total						
15.0000	Others						
14.0100	Rental of Scaffolds (H-frame) with complete	set	125.00				
	Sub-total						
I	DIRECT COST						
II	INDIRECT COST						
III	TAX 5% of (I + II)						
IV	TOTAL CONSTRUCTION COST (I + II + III)						

Prepared by: