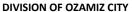


Republic of the Philippines Department of Education Region X – Northern Mindanao



City of Ozamiz

IBJT Compound, Carangan, Ozamiz City
Telephone (088) 545-0988 Fax No. (088) 545-0990
Website: www.ozamiz.deped.gov.ph/ Email: ozamiz.city@deped.gov.ph

REQUEST FOR QUOTATION

Procuring	DepED, Division of Ozamiz City	RFQ No.:	2024-10-038
Office/End- User:	FELIPE CARREON CENTRAL SCHOOL	PR No.	2024-10-038
Purpose:	Purchase of materials for MATATAG Curriculum Exemplars.	Date:	October 08, 2024

TERMS and CONDITIONS:

- 1. All entries must be typewritten or legibly written. Any overwriting, erasures must be initialed by the Bidder.
- 2. Delivery period is 1-3 days_from the receipt of Purchase Order and delivered goods/services must be in accordance to accepted offer of the bidder.
- 3. Avoid quoting if stocks are not available within the period stipulated.
- 4. Price Quotation/s shall be inclusive of all taxes, charges or fees.
- 5. Warranty security shall be for a minimum of three (3) months for expendable supplies and 1 year for non-expendable supplies from date of acceptance by the end-user.
- 6. Price validity shall be for a period of Forty Five (45) calendar days.
- ${\bf 7.} \ \ {\bf Bidders\ shall\ submit\ original\ brochures\ showing\ certifications\ of\ the\ product,\ if\ applicable.}$
- 8. Failure to print name and/or signature of authorized representative shall disqualify the supplier from participating the bidding process.
- Delivered goods shall be inspected upon the date/period stipulated and shall be acknowledged to comform the compliance with the technical specifications.
- 10. Failure to deliver within the stipulated delivery period shall subject the supplier to a penalty or liquidated damages of 1/10 1% per day of delay on items not delivered.
- 11. Quotations submitted must be sealed.
- 12 Payment shall be made after the delivery/activity and upon the submisson of the required document/s such as: Order slip/Billing Statement by the supplier. Our servicing bank: Development Bank of the Philippines shall credit the amount due to the bank account of the supplier/contractor. Please take note that corresponding bank transfer fees, if any, shall be chargeable to the account of the supplier/contractor.
- 13. Procuring Entity may terminate and contract anytime in accordance with the grounds provided under R.A 9184 and its 2016 revised IRR.
- 14. The RFQ, Purchase Order and other related documents for the above-stated projects shall be deemed to form part of the contract.

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated above and submit/email your quotation duly signed by your representative not later than October 11, 2024 @12:00PM.

Very	truly	yours,

CELESTE A. MENDIOLA

BAC CHAIRMAN

Company Name:

Address:								
PhilGEPS Reg. Number								
Item	ОТУ	Unit	Itams and Description	ARC	Bidder's Brand/Model	Unit Price	Total	

Item No.	QTY	Unit	Items and Description	ABC	Brand/Model and Specifications	Unit Price	Total Price
Manne	r/Mode o	of Award	ing:				
1	47	ream	Multi-purpose Paper, A4, 70gsm	186.00			
2	8	unit	Printer (basic function, print only)	6,300.13			
			*** Nothing Follows ***				
	TOTAL			59,143.04			

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at prices noted above.

Note:	DOCUMENTARY REQUIREMENTS:		
	* MAYOR'S BUSINESS PERMIT (photocopy only)	Signature Over Printed Name / Date	
	* Certicate of Registration (BIR 2303) (Photocopy only)		
	* DTI/SEC Certificate/(photocopy only)	Contract Number/Email Address	
	 Omnibus Sworn Statement (photocopy only) - Above 50,000.00 		

and SVP as Alternate Mode of Procurement only

* Latest Income Business Return (photocopy only) - Above

500,000.00 and SVP as Alternate Mode of Procurement only