

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION 22
DIVISION OF MARIKINA CITY
BIDS AND AWARDS COMMITTEE



Request for Quotation (RFQ)

Date: **December 13, 2021**
Quotation No. **DepEd-21-SDO-0260**
PR No.: **2021-11-221-223 D.O.**
SVP

To all Eligible Suppliers/Bidders:

I. Please quote your lowest price appraisal inclusive of VAT on all/each items below for the **"Supply and Delivery of Supplies, Materials, and Equipment for the Partial Face-to-Face of St. Mary Elementary School at SDO Marikina City"**. This is subject to the Terms and Conditions of this RFQ. **Submit your quotation duly signed by your representative not later than 9:00 A.M. of December 17, 2021. The opening of quotation shall be on the same date, 9:15 A.M. at the Division Office and/or video teleconference, Schools Division Office, Sta. Elena, Marikina City.** For more information, please call the BAC Secretariat at Telephone No. (02) 682-39-89.

ELISA C. CERVEZA
BAC Chairperson

II. TOTAL APPROVED BUDGET: Php327,290.00

III. SUMMARY OF ITEMS/WORKS

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT COST (Php)	TOTAL COST (Php)
1.	Supply and Delivery of Supplies, Materials, and Equipment for the Partial Face-to-Face of St. Mary Elementary School at SDO Marikina City *Please see attached Detailed Estimate	1 lot		
	nothing follows			
	TOTAL			

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

Bidder's Company Name:		TIN:	
Address:			
Telephone No.:		Fax No.:	e-mail:
Supplier's Authorized Representative's Signature over Printed Name:			Date:

IV. Terms and Conditions

A. Submission of Requirements

- Signed quotation and other requirements stated below shall be placed inside a sealed envelope and shall be submitted to the bids and Awards Committee (BAC) through the BAC Secretariat Office, 2nd floor at DepEd Division Office of Marikina City, Shoe Ave., Sta. Elena, Marikina City or through Courier Services. Soft copy of the requirements may also be sent through this email address: **leilani.villanueva@deped.gov.ph**

2. The sealed envelope should be properly marked and contain the following information:
 - a. Name of the project to be bid in CAPITAL LETTERS
 - b. Name and address of the bidder in CAPITAL LETTERS
 - c. Address of the Procuring Entity's BAC
 - d. Signature of the bidder on the flap side of the sealed envelope.
3. Supplier shall submit the following requirements:
 - a. Duly signed Request for Quotation (RFQ) with Filled up detailed estimate of appraisal, (Prices shall be quoted in Philippine Pesos)
 - b. G-EPS/PhilGeps Registration Certificate/Number
 - c. Valid Mayor's permit
 - d. DTI Registration or SEC Registration or CDA Registration
 - e. Income Tax Return/Business Tax Return
 - f. Omnibus Sworn Statement

V. Instructions

1. This quotation and the bidder's written acceptance will constitute a binding contract between procuring entity and bidder. The Procuring Entity is not bound to accept the lowest or any quotation received without the accompanying requirements stated above.
2. Quotation shall remain valid for a period of not less than thirty (30) calendar days after the deadline date specified for submission.
3. Quotation must be equal or lower than the approved budget of the contract of the Implementing Unit. The price quoted by the supplier/ bidder shall be fixed for the duration of the bid validity and the contract.
4. Supplier/ Bidder shall pick up the contract issued in its favour within three calendar days from date of receipt to that effect. A telephone call or fax transmission shall constitute an official notice to the bidder.

VI. Award

1. The Procuring Entity will award the contract to the supplier/bidder whose offer has been determined to be substantially responsive and who offered the lowest evaluated price quotation.
2. The Procuring Entity reserves the right to accept or reject any quotation and to cancel the process of competition and reject all quotations at any time prior to the award of the Contract, without thereby incurring any liability to the affected Supplier(s)/Bidder(s) or any obligation to inform the affected Supplier(s)/Bidder(s) of the grounds for the Procuring Entity's decision.
3. The Supplier/Bidder whose quotation has been accepted will be notified by the Procuring Entity prior to the expiration of the validity period of the Quotation.

VII. Delivery, Inspection and Acceptance

1. Service/goods for the program shall be delivered on the time and place specified in the contract/ PO.

VIII. Terms of Payment:

Payments shall only be processed after completion of the Delivery of all services listed in the Purchase Order/ Contract.

*DETAILED ESTIMATE

PROJECT : "Supply and Delivery of Supplies, Materials, and Equipment for the Partial Face-to-Face of St. Mary Elementary School at SDO Marikina City" (RFQ-260)

OWNER : Department of Education – SDO Marikina City

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT	UNIT COST (Php)	TOTAL COST (Php)
1.	Mefenamic Acid 500mg.	40	tablets		
2.	Povidone-Iodine Wound Solution 500 ml.	3	bottles		
3.	Methyl Salicylate Menthol Camphor Ointment 30g	4	pc		
4.	Absorbent Cotton 400g	2	pc		
5.	Biotape surgical Tape, 1" - 10 yards @12 rolls	1	box		
6.	Absorbent Gauze Sponge 2x2 Sterile box of 100	1	box		
7.	Steel Cotton Disinfection Tank sterilizing Container Box Can with lid 8 cm.	2	unit		
8.	Ethyl Alcohol 68-70 %	55	gallons		
9.	Bleaching Solution delivers a 6-in-1 Total Clean for 99.9% antibacterial protection, whitening, deodorizing, elimination of disease-causing germs, removal of tough stains and dirt, and shortening of cleaning time.	5	gallons		
10.	Full Face Shield/ Clear UV400 glasses/anti-ultraviolet sunglasses Frame material: PC Lens material: PC face shield total wid of glasses 171mm Lens W 82mm Lens Height: 150mm Distance 24 mm	200	pcs		
11.	Bar Soap 140gm/bar	60	boxes		
12.	Powder Detergent Bucket 10 kg. Designed to remove both visible and invisible dirt. Deep, hygienic clean. Cleans to microscopic level	2	buckets		
13.	Liquid Hand Soap, 500 ml pure kills germs	70	bottles		
14.	Trash Bag Large, Yellow	50	rolls		
15.	Trash Bag Large, Black	30	rolls		
16.	Trash Bag Large, Green	50	rolls		
17.	Trash Bin with Cover 50Liter, Yellow	6	pcs		

18.	Trash Bin with Cover 50Liter, Green	6	pcs		
19.	Trash Bin with Cover 50Liter, Black	6	pcs		
20.	Bathroom Tissue Rolls, 2 ply, 300 sheets	150	rolls		
21.	Rubberized Paint Latex, White	1	can (4liters)		
22.	Rubberized Paint Latex, yellow	1	can (4liters)		
23.	UV Box/Sterilization Box, Large UVC Sterilization box 16w w/ timer controller 33X17X15 FULL FOAM insulation	10	units		
24.	Alcohol Dispenser Alcohol Dispenser automatic wall mounted & or with stand *Dimension: 13.5"x 26.5"x 80"x 44.5" *Easy to install and use w/. Rechargeable battery dual, power supply mode w/ warranty. Volume capacity 1000 ml.	14	units		
25.	Exhaust Fan 12" Plastic blade -With shutters, With thermal fuse protection, 340mm x 340mm dimension, Wattage: 55W, Air delivery: 636 cu.ft./min. w/ Warranty	18	units		
26.	Surgical Disposable Gloves Latex, Large	8	boxes		
27.	High Pressure Spray disinfectant spray gun wireless system 800ml cylinder capacity rechargeable built in battery capacity 2600 mAh range: 2m/58.95 in	2	unit		
28.	Duct Tape rolls, yellow	30	rolls		
29.	Two Way Radio	4	units		
30.	Vitamin C/ Sodium Ascorbate with Zinc	600	tablets		
31.	PPE microfiber Multi-purpose/Isolation patient gown, use in hospital, water repellant, medical grade, washable, cover all, microfiber	55	pcs		
32.	Safety Goggles Protective Eye Fully Enclosed Lens, silicone soft silk, transparent/clear, side wing protection, adjustable temples	350	pcs		

33.	Foam Double Sided Tape, 3/4" 18mm 5 meter	20	pcs		
34.	Laminating Film 125mic, A4 size, 100 sheets	10	packs		
35.	Masking Tape 2 inches, 5 meter long	10	rolls		
36.	Plastic Cover Jumbo Gauge # 20	1	roll		
37	36 Categories, 300 items, 12-inch aluminum alloy home medical first aid kit (<i>pls. see attached sample</i>)	1	unit		
38	Disposable Facemask for patient, 3-ply, 50s/box	20	boxes		
39	KN95 Surgical Mask	300	pcs		
40	Fogging Machine 1200W Disinfectant Spray Material: Plastic +full copper; Power supply: 220v; Negative ion concentration: 70%; Recommended area: 200(m) or bigger; Active oxygen content: 90%; Package includes: atomizing sterilizer *1 Instruction manual *1; Standard Warranty	1	unit		
41	Portable Oxygen Tank Set with Regulator (10 pounds) tank size), ready use	2	unit		
42	Oxygen Mask/Pedia and Adult with tube w/ elastic strap	30	pc		
43	Pulse Oxymeter/Monitor Oxygen Saturation	4	unit		
44	Exhaust Ventilation Fan 12" Plastic blade -With shutters, With thermal fuse protection, 340mm x 340mm dimension, Wattage: 55W, Air delivery: 636 cu.ft./min. w/ Warranty	2	unit		
45	3 in 1 Cotton Gaterized double size Bedsheet Set (1 garter bedsheet and 2 pillow cases	6	set		
46	Curtain White 80 inches h	16	pcs		
47	Pillow 28x18	6	pc		
48	Pillow Case 28 x 18	6	pc		
49	Disinfectant Floor Mat (anti slip) rubber Highly recommended at the entrance areas to limit the spread of bacteria and virus/non slip mat/matting HD anti skid	3	pc		

50	Bleaching Solution All Purpose Disinfectant Whitens White Clothing Odor Germs & Stain Removing Formula	10	gal		
51	Trash Bag, Small, Yellow	30	roll		
52	Curtain Rod set 16mm(1 inch)	8	set		
53	Cool and Hot Water Table Top Water Dispenser, Hot Water: 5L/Hr, Cool Water: 600ml/Hr	1	unit		
54	Aneroid Blood Pressure Apparatus with Stethoscope Desk Type Set	1	set		
55	Paracetamol 500mg tablet, 500s/box	1	box		
56	Cotton Face Towel 12x12 Inches	5	pc		
57	2 Ply Bathroom Tissue	50	roll		
58	Non-contact Infrared Thermometer with fever alarm for adult and baby	2	unit		
59	6 Liters Plastic Basin (Batya)	2	pc		
	nothing follows				
	TOTAL				

Signature of Authorized Representative over Printed Name

Sample - 36 Categories, 300 items, 12-inch aluminum alloy home medical first aid kit

