REPUBLIC OF THE PHILIPPINES
**DEPARTMENT OF EDUCATION**
**NATIONAL CAPITAL REGION22**
**DIVISION OF MARIKINA CITY**
**BIDS AND AWARDS COMMITTEE**

# Request for Quotation (RFQ)

Date: **February 7, 2022**
Quotation No. **DepEd-22-SDO-005**
PR No.: **2022-02-028 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 ***"Provision of Supplies and Materials for Water Pressure Tank of 3rd and 4th floors 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 *February 11, 2022*. 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 O. CERVEZA**
BAC Chairperson

**II. TOTAL APPROVED BUDGET: Php89,870.00**
**III. SUMMARY OF ITEMS/WORKS**

| Item No. | ITEM & DESCRIPTION | QUANTITY | UNIT COST (Php) | TOTAL COST (Php) |
|---|---|---|---|---|
| 1. | **Provision of Supplies and Materials for Water Pressure Tank of 3rd and 4th floors at SDO Marikina City**<br><br>***Please see attached Detailed Estimate** | 1 lot | | |
| | *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**

1. 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 : “Provision of Supplies and Materials for Water Pressure Tank of 3rd and 4th floors at SDO Marikina City” (RFQ-005)

OWNER : Department of Education – SDO Marikina City

| Item No. | ITEM & DESCRIPTION | QUANTITY | UNIT | UNIT COST (Php) | TOTAL COST (Php) |
|---|---|---|---|---|---|
| 1. | pressure tank stainless 80gal | 1 | pc | | |
| 2. | water pump 1.5HP | 1 | pc | | |
| 3. | brass tee ¼" | 1 | pc | | |
| 4. | Gauges | 1 | pc | | |
| 5. | magnetic switch | 1 | pc | | |
| 6. | PPR tube 1Ø | 30 | pcs | | |
| 7. | PPR elbow 1Ø | 50 | pcs | | |
| 8. | PPR tee 1Ø | 10 | pcs | | |
| 9. | PPR male adaptor 1Ø | 10 | pcs | | |
| 10. | PPR female adaptor 1Ø | 10 | pcs | | |
| 11. | PPR gate valve | 3 | pcs | | |
| 12. | PPR coupling reducer 1x¾ | 4 | pcs | | |
| 13. | PPR coupling 1Ø | 20 | pcs | | |
| 14. | G.I. bushing reducer 1x¼ | 1 | pc | | |
| 15. | G.I. bushing reducer 1x½ | 1 | pc | | |
| 16. | G.I. nipple ½x8 | 4 | pcs | | |
| 17. | brass gate valve ½ | 1 | pc | | |
| 18. | straight elbow 1Ø | 1 | pc | | |
| 19. | straight elbow ½ | 2 | pcs | | |
| 20. | teflon tape ¾ | 30 | rolls | | |
| 21. | swing valve 1Ø | 2 | pcs | | |
| 22. | pvc pipe 1Ø | 3 | pcs | | |
| 23. | pvc pipe ¾ | 3 | pcs | | |
| 24. | pvc female adaptor ¾ | 4 | pcs | | |
| 25. | pvc tee 1Ø | 2 | pcs | | |
| 26. | PPR tee 1x¾ | 4 | pcs | | |
| 27. | pvc cement 400cc | 2 | cans | | |
| 28. | white sand | 6 | bags | | |
| 29. | portland cement | 2 | bags | | |
| 30. | fusion heather 1x¾x½ | 1 | set | | |

| | | | | | |
|---|---|---|---|---|---|
| 31. | pipe cutter | 1 | pc | | |
| 32. | PPR pipe ¾ | 2 | pcs | | |
| 33. | PPR elbow ¾ | 4 | pcs | | |
| 34. | PPR elbow threaded ¾ | 2 | pcs | | |
| 35. | G.I. Bushing reducer ¾x½ | 2 | pcs | | |
| 36. | PPR tee ¾ | 2 | pcs | | |
| 37. | faucet with hose bibb | 2 | pcs | | |
| | ******nothing follows****** | | | | |
| | **TOTAL** | | | | |

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**Signature of Authorized Representative over Printed Name**