



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DIGOS CITY

**REQUEST FOR QUOTATION**

The **Department of Education, Schools Division of Digos City**, through its Bids and Awards Committee, intends to invite eligible bidder for the **"PROCUREMENT and DELIVERY of Equipment for Project No. 24-07-073B: Procurement and Delivery of Disaster Preparedness and Response Program (DPRP) Supplies, Equipment and Services"** for CY 2024 in accordance with the provisions of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **Two Hundred Seventy-One Thousand Five Hundred Pesos Only (P271,500.00)**.

Please quote your **best offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by your authorized representative **not later than July 31, 2024, 9:30 AM** at the DepEd Schools Division Office-Digos City, Roxas cor. Lopez Jaena Street, Zone II, Digos City, Davao del Sur. **Quotations** may also be submitted through facsimile or email at the address and contact numbers indicated below.

A copy of your **2024 Business/Mayor's Permit and PhilGEPS Registration Number** is also required to be submitted along with your signed quotation/proposal. A valid Certificate of PhilGEPS Registration (Platinum Membership) may be submitted in lieu of the Mayor's/Business Permit.

For any clarification, you may contact us at telephone no. **(082)-553-8396**, or email address at [bac.digocity@deped.gov.ph](mailto:bac.digocity@deped.gov.ph).

**MARIA GENEVIEVE T. FRANCISQUETE, Ed.D.**  
BAC Chairperson

Date: **July 24, 2024**

Name of Company : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 Name of Store/Shop : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 TIN : \_\_\_\_\_  
 PhilGEPS Registration Number : \_\_\_\_\_  
 RFQ Number : **24-07-073B**

**INSTRUCTIONS:**

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.
- (5) Bidders must have a physical store with readily available supplies in case in need of post-qualification evaluation.

**Sir/Madam:**

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

**TECHNICAL SPECIFICATION**

Please quote your best offer for the item/s below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

Item	Unit	Description	Total Quantity	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
<b>Lot 2</b>		<b>Procurement and Delivery of:</b>			
	<b>piece</b>	<b>Spine board with Safety Strap</b> , at least the stretcher is molded by HDPE material without pollution release, It can float on water and can be use in X-Ray and CT Scan, Equipped with safety belts, it can use together with spider straps, it can be used with head immobilizer at the same time, unfolded Size: 184x45x6cm. Self weight: 8kg. Load bearing: 181kg.	<b>12</b>		
	<b>unit</b>	<b>Megaphone</b> , at least with a minimum specification of (Size: Diameter 230mm, Length 350mm, Power: 25W RMS/ 50W MAX, Multi-functions can be executed in the attached microphone: USB/SD MMC slot to play MP3, WAV, AUX (connect to Mobile, CD player, MP3 Player), Three tone alarm (SIREN, WHISTLE, Car Horn), Volume control, File Forward/back, On/off Switch, Broadcast range: >800 m)	<b>17</b>		
	<b>unit</b>	<b>Power Spray</b> , at least with a minimum specification of (0.75 Kw, or 1 HP (4 pole) (1720 rpm), Current at full load is 6.91 Amps, 75 Frame (75mm from base of foot to center of shaft), top Notch Cast Aluminum Motor, 1 horsepower is typical a 24 mm shaft, single phase, 220-volt, capacitor induction motor. 1740-1800 rpm. all-purpose gauge)	<b>6</b>		
	<b>meter</b>	<b>Speaker Cable</b> , High Performance Red & Black wire at least 12 gauge red & black speaker wire, Copper clad aluminum conductors, Insulated and jacketed in PVC for flexibility, Ideal for connecting speakers to stereo or home theater receiver, Suitable for 12V or home projects, Rated for 20-60degree C (6-80V).	<b>125</b>		
	<b>set</b>	<b>Dual Wireless Microphone</b> at least Handheld Microphone, Dual Wireless Microphone, UHF Adjustable Frequency, Large LCD Screen, 200 UHF Channel, KTV microphone, Dimention (L x W x H): 46x11x32cm with packaging	<b>1</b>		
	<b>unit</b>	<b>Amplifier</b> , at least 450W, with USB, SD, FM, Bluetooth and Equalizer, Power Output: 450W X 2, Music, Mic Volume Independently Controlled, 3 mic input, Digital Echo Delay and Repeat, with Rec out, Line Out, MP3 Input, 10 Band Graphic Equalizer, Built In 4" Fan, Package includes: Amplifier, 1 power cord, warranty card. 1 users manual.	<b>1</b>		
	<b>unit</b>	<b>Portable Sound System</b> , at least with a minimum max power of 700W, Impedance 4~8 Ohms, sensitivity 100dB/W/M, Freq. Response 20Hz~20kHz, Dimension Woffer 15 Inch, Tweeter 13 3/4 7Inch, Measurement Cabinet size: 415(L) x 355 (W) x 680 (H) mm	<b>2</b>		

\*The above quoted prices are inclusive of all costs and applicable taxes

**Financial Offer**

<b>Approved Budget for the Contract</b>	In words: _____
<b>Two Hundred Seventy One Thousand Five Hundred Pesos Only</b>	_____
<b>P271,500.00</b>	In figures: _____

<b>Payment Details:</b>	Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user.
<b>Banking Institution</b>	
<b>Account Number</b>	
<b>Account Name</b>	
<b>Branch</b>	

**SCHEDULE OF REQUIREMENTS**

The delivery schedule expressed as weeks/months stipulates hereafter the delivery date to the project site.

<b><u>SCHEDULE OF REQUIREMENTS</u></b>	<b><u>Delivery Schedule</u></b>
<b>Delivery of goods/supplies (enumerated under Technical Specifications)</b>	<b>Within 10 days upon receipt of Purchase Order</b>

**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of sixty (60) calendar days from the date of submission of quotation.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest calculated and responsive quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The DepED shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, DepED shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
10. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.**

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Office Telephone/Fax/Mobile no.

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Email address/es