

Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region VII, Central Visayas
DIVISION OF BOHOL
 City of Tagbilaran

REQUEST FOR QUOTATION

RFQ NO.: 2023-04- 0111
 DATE: 04-13-2023

Name of Company: _____
 Address: _____
 Business Permit No. _____
 TIN No. _____

Please quote your best offer for the item described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation.

Submit your quotation duly signed by you or your duly representative and copies of the following eligibility requirements not later than _____.

1. DTI/SEC Registration
2. Business Permit
3. Latest Annual Income Tax/EFPS
4. Certificate of PhilGEPS Registration
5. Other Supporting Documents

Sealed Quotations may be submitted or mailed at DepEd-Division Office, Division of Bohol, CPG Avenue, Tagbilaran City.

DG
DR. DANILO G. GUDELOS
 BAC Chairperson

After having carefully read and accepted the Terms and Conditions, I/we submit your quotation/s for the item/s as follows:

Item/Description	QTY	Unit	Approved Budget for the Contract	OFFER					REMARKS
				PRICE			Compliance with Technical Specifications (Please Check)		
				QTY	Unit Price	Total Price	Yes	No	
Check up and Cleaning services of Air-conditioning units of the different areas/sections of Deped Bohol Division.									
Wall mounted 2.0hp aircondition at chief of CID office	1	unit	650.00						
Floor mounted 3hp aircondition at DPSU office	1	unit	1,200.00						
Wall mounted 2 hp aircondition at Records section	1	unit	850.00						
Window type aircondition at Records section	1	unit	450.00						
Floor mounted 3hp aircondition at AIAS office	1	unit	1,200.00						
Floor mounted 3hp aircondition at HRMO office	1	unit	1,500.00						
Floor mounted 3 hp aircondition at ICTU office	1	unit	1,200.00						
Split type 2.5hp aircondition at SDS office	1	unit	650.00						
Split type 3hp aircondition at	1	unit	1,000.00						

SGOD office									
TOTAL			P 8,700.00						
MENU:									
Purpose: For the Check up and Cleaning services of Air-conditioning units of the different areas/sections of Deped Bohol Division.									

(Signature Over Printed Name)

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 Thirty (30) calendar days from the date of submission.
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 quotation (for goods and infrastructure)
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
7. The item/s shall be delivered on the date and place specified in the purchase order and shall commence from the receipt thereof.
8. The Inspection Committee shall have the right to inspect and/or to test the goods to confirm their conformity of the technical specifications.
9. Liquidated damages equivalent to the one-tenth of one percent of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The Head of the Procuring Entity shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.