



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION
SCHOOLS DIVISION OFFICE OF ESCALANTE CITY
BUENAVISTA ELEMENTARY SCHOOL

Bids and Awards Committee

Project Name:

Public Bidding for one (1) Lot of Disposal of Various Unserviceable Properties

Escalante City, Negros Occidental, Philippines
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Request for Quotation

Date: 27/04/2026
 Quotation #: RFQ2026-04-01
 Mode of Procurement:

To all Eligible Service Providers:

I.

Please quote your highest price, subject to the Terms and Conditions of this RFQ, and submit your quotation duly signed by your representative in an envelope not later than **05/05/2026, 10:01 AM** at Buenavista Elementary School Office, Escalante City, Negros Occidental, Philippines. For more information please call Buenavista Elementary School at Mobile No. 09156116038. Prospective service provider shall be responsible to verify details of items described below with the Buenavista Elementary School Bids and Awards Committee.

CORAZON G. ALBARICO

Chairperson, Bids and Awards Committee

II.

Inspection of Unserviceable Properties	Schedule of Public Auction	Pull-out/Taking of Awarded Items	Floor Price	Price offered for the item/s
DATE: May 04, 2026, 2 p.m at Buenavista Elementary School	May 05, 2026, 10:01 A.M.	Date & Venue: May 12, 2026, 2 PM, BES	702.39	
NAME OF PROJECT:	Public Bidding for one (1) Lot of Disposal of various unserviceable properties			

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

Service Provider's Name:	TIN No.
Address:	
Telephone No.	Fax no.
E-mail	
Service Providers' Authorized Representative	Date :
Signature over Printed Name:	

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Instruction: Indicate "comply" or "not comply" in the space provided below.

ITEMS & DESCRIPTION	Unit	No. of Item/unit	Floor Price	Price Offered	Statement of Compliance (State "Comply" or "Not Comply")
Disposal of one (1) Lot of Various Unserviceable Properties	Lot		702.39		
DCP BATCH 16 (HOST PC HP COMPAQ PRO 6300 & DESKTOP VIRTUALIZATION/ACCESS		1			
PROJECTOR (INFOCUS N114)		2			
2.1MICROLAB M290		1			
UNTERRUPTIBLE POWER SUPPLY(UPS) LIEBERT PSA 1000 VA		1			
MULTIMEDIA SPEAKER - PNDO SOUNDBLASTER848		1			
DESKTOP VIRTUALIZATION/ ACESS TERMINAL (CLIENT NCOMPUTING M300 3-IN-1)		6			
LED MONITOR (18.5"WIDE SCREEN HPV192)		6			
LAPTOP (COBY NBPC1958 LAPTOP)		1			
CHAMPION TV MDC-2422RM-0643		1			
Smart Television 55" with wall-mounted bracket, Wifi and Bluetooth connection, Dolby audio and HDMI cable		1			
EPSON PRINTER 3 IN1 INK JET L3210		1			

ITEMS & DESCRIPTION	Unit	No. of Item/unit	Floor Price	Price Offered	Statement of Compliance (State "Comply" or "Not Comply")
EPSON PRINTER 3 IN1 INK JET L3110		1			
EPSON PRINTER 3 IN1 INK JET L3118		1			
PRINTER EPSON INK JET L120		1			
PRINTER EPSON INK JET L120		1			
Armchair plastic with steel		1			
Armchair wood with steel		33			
Armchair wooden		21			
Armchair steel		9			
Monobloc chairs		29			
		6			
Total:					
*****Nothing follows*****					

ITEMS DESCRIPTION

Documentary Requirements (Either of the following)

1. SEC Registration Certificate for Corporation
2. DTI Registration Certificate for Sole Proprietorship
3. Business/Mayor's Permit

III. Terms and Conditions

A. Submission of Requirements

1. Quotations and other requirements stated below shall be addressed to the bids and Awards Committee (BAC) Chairperson c/o BAC Secretariat at Escalante City, Negros Occidental, Philippines. If quotation is sealed, please indicate in the envelope the quotation number and name of bidder.

2. In addition, you are required to submit the following necessary documents:

- a. Present valid Mayor's Permit or Official Receipt as proof of renewal ; and,
- b. Present valid Mayor's Permit prior to payment.

(Note: Supplier who already submitted their documents in the previous procurement/s may no longer submit the necessary documents mentioned above.)

B. Award

The provider who submitted the highest calculated responsive quotation and who passed post qualification conducted by the BAC and end-user shall be awarded the contract.

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In case of tie of two or more Bidders whose bids are determined and declared as the Highest Calculated and Responsive Bids (HCRB) having been Post-Qualified, the method to be used to break the tie is "Draw lots" which is non-discretionary and non-discriminatory.

In case of non-appearance of one party, it waives the right to participate in the drawing of lots but not in the acceptance of award if declared as winner.

C. Pull-out/ Taking of Awarded Items

Pull-out or Taking of Awarded Items shall be on the date specified in the Request for Quotation (RFQ) or in the Purchase Order.

D. Evaluation of Quotations

Quotation shall be compared and evaluated on the basis of the following criteria:

1. Price Quotation;
2. Compliance with Items & Description
3. Completeness of documents submitted

Note: (Validation of the submitted documents is done during post-qualification.)

E. Instructions

- 1 Buyer shall be responsible for the hauling of awarded items on the date specified in the RFQ.

F. Payment

The highest bidder shall pay the bid amount to the cashier.

The DepEd Escalante City Bids and Awards Committee reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.