



Republic of the Philippines  
**Department of Education**  
 NEGROS ISLAND REGION  
 SCHOOLS DIVISION OFFICE OF ESCALANTE CITY  
 HACIENDA FE 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  
 Tel. Nos – (034) 467-3934, (034) 467-2542, (034) 467-3938  
 harryjohn.jarina@deped.gov.ph / depedesalante.bac@deped.gov.ph  
 Depedesalantecity.weebly.com

**Request for Quotation**

Date: 5/7/2026  
 Quotation # : RFQ-2026-05-01  
 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 05/14/2026, **1:00 PM** at Hacienda Fe Elementary School Administrative Office, Escalante City, Negros Occidental, Philippines. For more information please call Hacienda Fe Elementary School at Mobile No. 09451590088. Prospective service provider shall be responsible to verify details of items described below with the Hacienda Fe Elementary School City Bids and Awards Committee.

  
**JENEVIE S. DALOGDOG**  
 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 13, 2026, 1:00 PM at Hacienda Fe Elementary School	May 14, 2026, 1:00 PM	Date & Venue: May 18-22, 2026, 1:00 PM, Hacienda Fe Elementary School	<b>2,301.21</b>	
<b>NAME OF PROJECT:</b>	<b>Public Bidding for one (1) Lot of Disposal of various unserviceable properties</b>			

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

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

Bids and Awards Committee

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	1	2,101.21		
Portable CD Radio Cassette Recorder, Nova		1			
Typewriter Olympia, UNX-88		1			
Wall Fan Promac		1			
Orbit Fan Camel		1			
Orbit Fan Standard		1			
Swivel Chair, Black		1			
Component Speaker System, Sharp		1			
Stand Fan Standard		1			
Desk Fan		1			
Stand Fan		2			
Projector Epson EB-S03		2			

ITEMS & DESCRIPTION	Unit	No. of item/unit	Floor Price		Price Offered		Statement of Compliance (State "Comply" or "Not Comply")
5 Port Gigabit Switch TPLink		1					
AVR SVC-1000VA Stavol		1					
UPS PSA 10000VA Emerson		1					
HP V193 LED Monitor, 18.5"		6					
NComputing M300		5					
HP Prodesk 400 G2 MT Desktop (CPU, Monitor, Mouse, Keyboard)		1					
HP Keyboard and Mouse		10					
Genius Keyboard		1					
HP 242 G2 Notebook PC SN: 5CG45058KB		1					
Dell Inspiron 15 Laptop SN: 3QLWWB2		1					
Mouse A4Tech		1					
Mouse ASUS		1					
UPS SN: 08410460736		1					
UPS Secure		1					
LCD Monitor AOC SN: Y61ACHA1030164		1					
Computer Cooling Fan, Black		1					
Pixpro External Hard Drive		1					
Cinematic 2500 Television, Promac		1					
HP-2000 Multimedia Speaker		1					
Samsung CPU 52x max		1					
Globe Modem		1					
PLDT Router		1					
Rechargeable Emergency Light Leetec		1					
EPSON PRINTER L3210 SN: YAGM389229		1					
EPSON PRINTER L3210		1					
EPSON PRINTER L3210		1					
EPSON PRINTER L3110 SN: X5DY445061		1					
EPSON PRINTER L210 SN:SMXK038580		1					
EPSON PRINTER L565		1					
HP DEKJET 1515 PRINTER SN: CN4CN2B5H9		1					
CANON PIXMA PRINTER MP258		1					
CANON PIXMA PRINTER G2000		1					
Weighing Scale		1					
Thermal scanner with stand		7					
Water Dispenser US Tradition W-11-05-10127		1					
Blender Ambianti		1					
AM/FM/SW 3 Bands Radio NNS		15					
Electric Boiler Pot American Star		1					
Rice Cooker, Micromatic		2					
Alcohol Stand		1					
Serving Tray Oval Stainless Steel with glass lid cover, Medium		2					
Serving Tray Square Stainless Steel, Medium		4					
Serving Tray Square Stainless Steel, Small		2					
Serving Tray Square Stainless Steel, Large		1					
Sewing Machine		1					
Double Burner Micromatic		1					
Serving Spoon		15					
Spatula		1					
Mower		1					
Steel cabinet, 3 drawers with vault		1					
Armchair wood with steel		49					
Armchair wooden		6					
Armchair steel		16					
Armchair steel with plastic		19					
Monoblock chair		5					
Chair Steel		25					
Desk Steel		4					
Dining Chair		1					

ITEMS & DESCRIPTION	Unit	No. of item/unit	Floor Price	Price Offered	Statement of Compliance (State "Comply" or "Not Comply")
Wheelborrow		1			
<b>WASTE MATERIAL REPORT (WMR)</b>			200.00		
G.I. Sheets - Recovered from the demolished WATSAN CR and HANABER Building		12			
Steel Bar - Recovered from the demolished WATSAN CR and water tank		5			
			<b>Total:</b>		
*****Nothing follows*****					

ITEMS DESCRIPTION	Statement of Compliance (State "Comply" or "Not Comply")
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

- Quotations and other requirements stated below shall be addressed to the Bids and Awards Committee (BAC) Chairperson c/o BAC Secretariat at Hacienda Fe Elementary School, Brgy. Hacienda Fe, Escalante City, Negros Occidental, Philippines. If quotation is sealed, please indicate in the envelope the quotation number and name of bidder.
- In addition, you are required to submit the following necessary documents:
  - Present valid Mayor's Permit or Official Receipt as proof of renewal ; and,
  - Present valid Mayor's Permit prior to payment.

#### 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.

#### Bids and Awards Committee

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

#### D. Evaluation of Quotations

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

- Price Quotation;
- Compliance with Items & Description
- Completeness of documents submitted

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

#### E. Instructions

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

#### F. Payment

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

The Hacienda Fe Elementary School -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



Republic of the Philippines  
**Department of Education**  
 NEGROS ISLAND REGION  
 SCHOOLS DIVISION OF ESCALANTE CITY  
 HACIENDA FE ELEMENTARY SCHOOL

**INVITATION TO BID**  
**Disposal of Unserviceable Properties Through Public Bidding**

1. The Department of Education (DepEd) Schools Division of Escalante City, invites all interested parties to participate in the **public bidding for one (1) lot of Disposal of various unserviceable properties and equipment** as indicated below:

Item No.	Item Description	Quantity	Floor Prices
<b>HACIENDA FE ELEMENTARY SCHOOL</b>	Portable CD Radio Cassette Recorder, Nova	1	<b>2,101.21</b>
	Typewriter Olympia, UNX-88	1	
	Wall Fan Promac	1	
	Orbit Fan Camel	1	
	Orbit Fan Standard	1	
	Swivel Chair, Black	1	
	Component Speaker System, Sharp	1	
	Stand Fan Standard	1	
	Desk Fan	1	
	Stand Fan	2	
	Projector Epson EB-S03	2	
	5 Port Gigabit Switch TPLink	1	
	AVR SVC-1000VA Stovol	1	
	UPS PSA 10000VA Emerson	1	
	HP V193 LED Monitor, 18.5"	6	
	NComputing M300	5	
	HP Prodesk 400 G2 MT Desktop (CPU, Monitor, Mouse, Keyboard)	1	
	HP Keyboard and Mouse	10	
	Genius Keyboard	1	
	HP 242 G2 Notebook PC SN: 5CG45058KB	1	
	Dell Inspiron 15 Laptop SN: 3QLWWB2	1	
	Mouse A4Tech	1	
	Mouse ASUS	1	
	UPS SN: 08410460736	1	
	UPS Secure	1	
	LCD Monitor AOC SN: Y61ACHA1030164	1	
	Computer Cooling Fan, Black	1	
	Pixpro External Hard Drive	1	
Cinematic 2500 Television, Promac	1		
HP-2000 Multimedia Speaker	1		
Samsung CPU 52x max	1		
Globe Modem	1		
PLDT Router	1		
Rechargeable Emergency Light Leotec	1		





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EPSON PRINTER L3210 SN: YAGM389229	1	
EPSON PRINTER L3210	1	
EPSON PRINTER L3210	1	
EPSON PRINTER L3110 SN: X5DY445061	1	
EPSON PRINTER L210 SN:SMXK038580	1	
EPSON PRINTER L565	1	
HP DEKJET 1515 PRINTER SN: CN4CN2B5H9	1	
CANON PIXMA PRINTER MP258	1	
CANON PIXMA PRINTER G2000	1	
Weighing Scale	1	
Thermal scanner with stand	7	
Water Dispenser US Tradition W-11-05-10127	1	
Blender Ambianti	1	
AM/FM/SW 3 Bands Radio NNS	15	
Electric Boiler Pot American Star	1	
Rice Cooker, Micromatic	2	
Alcohol Stand	1	
Serving Tray Oval Stainless Steel with glass lid cover, Medium	2	
Serving Tray Square Stainless Steel, Medium	4	
Serving Tray Square Stainless Steel, Small	2	
Serving Tray Square Stainless Steel, Large	1	
Sewing Machine	1	
Double Burner Micromatic	1	
Serving Spoon	15	
Spatula	1	
Mower	1	
Steel cabinet, 3 drawers with vault	1	
Armchair wood with steel	49	
Armchair wooden	6	
Armchair steel	16	
Armchair steel with plastic	19	
Monoblock chair	5	
Chair Steel	25	
Desk Steel	4	
Dining Chair	1	
Wheelbarrow	1	
<b>WASTE MATERIAL REPORT (WMR)</b>		<b>200.00</b>
G.I. Sheets - Recovered	12	
Steel Bar - Recovered	5	
		<b>TOTAL:</b>
		<b>2,301.21</b>



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HACIENDA FE ELEMENTARY SCHOOL

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2. Submit your Bid form with your name, signature, company name, address, and contact numbers. Submit the duly accomplished quotation form on or before **May 14, 2026 , 12 NN at Hacienda Fe Elementary School**, National Hi-way, Brgy. Hacienda Fe, Escalante City, Administrative Office and look for Jeddah U. Tanguan.
3. Attach to your Bid either the following:
  - SEC Registration Certificate for Corporation; or
  - DTI Registration Certificate for Sole Proprietorship;
  - Valid Business Permit (2026);
4. Unsigned Bid and Bid lower than the floor price shall automatically be disqualified.
5. A complete set of Bid Form may be acquired by interested bidder from **May 7 to May 13, 2026** at Administrative Office, Hacienda Fe Elementary School.
6. For further information, please refer to:  
  
**JEDDAH U. TANGUAN**  
Administrative Officer II  
BAC Secretariat  
Member, Division Property Disposal Committee
7. Inspection of Unserviceable Properties are available for inspection on: **May 13, 2026 @ 1:00 PM, Hacienda Fe Elementary School.**
8. Schedule of Public Auction:  
The public auction shall be conducted on an “as is, where is” basis on **May 14, 2026, 1:00 PM at Hacienda Fe Elementary School.**
9. Submission of Bid:  
The Bid must be submitted in three (3) (original copy (1) and 2 photocopies) using the prescribed Bid Form.
10. Deadline of submission of Bid is on **May 14, 2026, 12:00 NN**. Bid submitted beyond said deadline shall not be accepted.
11. Opening of Bids at **May 14 2026, 1:00 PM** in the presence of BAC and Division Disposal Committee.
12. Awarding of Bids:  
Award shall be made to be made to the highest complying bidder.
13. Pull-out/Taking of Awarded Items:  
The winning bidder shall be given seven (7) calendar days from receipt of payment to pull out from Hacienda Fe Elementary School as stated in the ITB. The unserviceable items awarded subject to the

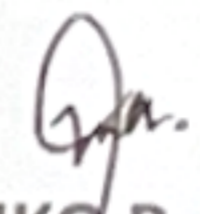


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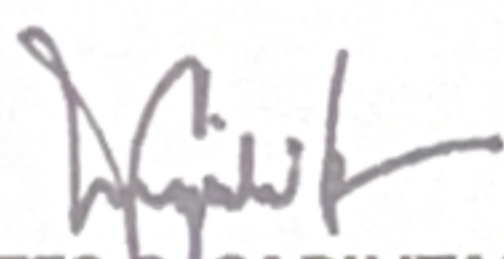
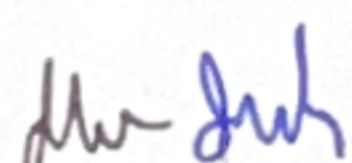
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supervision of School Supply Officer and School Inventory and Disposal Committee, witnessing and approval by the Schools Division Superintendent and COA official during the actual disposal

  
**JENEVIE S. DALOGDOG**  
Teacher III  
Chairperson, BAC

  
**JAY MIKO B. LESONDRA**  
Teacher-In-Charge  
Chairperson, Disposal Committee

Noted by:

  
**MARITES C. CAPILITAN, PhD**  
OIC – Assistant Schools Division Superintendent  
Chairperson, Bids and Awards Committee  
Chairperson, Division Inventory and Disposal Committee 



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Project Name:

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**Request for Quotation**

Date: 5/7/2026  
 Quotation # : RFQ-2026-05-01  
 Mode of Procurement:

To all Eligible Service Providers:

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**JENEVIE S. DALOGDOG**  
 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 13, 2026, 1:00 PM at Hacienda Fe Elementary School	May 14, 2026, 1:00 PM	Date & Venue: May 18-22, 2026, 1:00 PM, Hacienda Fe Elementary School	<b>2,301.21</b>	
<b>NAME OF PROJECT:</b>	<b>Public Bidding for one (1) Lot of Disposal of various unserviceable properties</b>			

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

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

**Bids and Awards Committee**

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")
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Orbit Fan Camel		1			
Orbit Fan Standard		1			
Swivel Chair, Black		1			
Component Speaker System, Sharp		1			
Stand Fan Standard		1			
Desk Fan		1			
Stand Fan		2			
Projector Epson EB-S03		2			

ITEMS & DESCRIPTION	Unit	No. of item/unit	Floor Price		Price Offered	Statement of Compliance (State "Comply" or "Not Comply")
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UPS PSA 10000VA Emerson		1				
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Dell Inspiron 15 Laptop SN: 3QLWWB2		1				
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Serving Tray Square Stainless Steel, Small		2				
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Monoblock chair		5				
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**INVITATION TO BID**  
**Disposal of Unserviceable Properties Through Public Bidding**

1. The Department of Education (DepEd) Schools Division of Escalante City, invites all interested parties to participate in the **public bidding for one (1) lot of Disposal of various unserviceable properties and equipment** as indicated below:

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	AVR SVC-1000VA Stovol	1	
	UPS PSA 10000VA Emerson	1	
	HP V193 LED Monitor, 18.5"	6	
	NComputing M300	5	
	HP Prodesk 400 G2 MT Desktop (CPU, Monitor, Mouse, Keyboard)	1	
	HP Keyboard and Mouse	10	
	Genius Keyboard	1	
	HP 242 G2 Notebook PC SN: 5CG45058KB	1	
	Dell Inspiron 15 Laptop SN: 3QLWWB2	1	
	Mouse A4Tech	1	
	Mouse ASUS	1	
	UPS SN: 08410460736	1	
	UPS Secure	1	
	LCD Monitor AOC SN: Y61ACHA1030164	1	
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Serving Tray Oval Stainless Steel with glass lid cover, Medium	2	
Serving Tray Square Stainless Steel, Medium	4	
Serving Tray Square Stainless Steel, Small	2	
Serving Tray Square Stainless Steel, Large	1	
Sewing Machine	1	
Double Burner Micromatic	1	
Serving Spoon	15	
Spatula	1	
Mower	1	
Steel cabinet, 3 drawers with vault	1	
Armchair wood with steel	49	
Armchair wooden	6	
Armchair steel	16	
Armchair steel with plastic	19	
Monoblock chair	5	
Chair Steel	25	
Desk Steel	4	
Dining Chair	1	
Wheelbarrow	1	
<b>WASTE MATERIAL REPORT (WMR)</b>		<b>200.00</b>
G.I. Sheets - Recovered	12	
Steel Bar - Recovered	5	
		<b>TOTAL:</b>
		<b>2,301.21</b>



Republic of the Philippines  
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NEGROS ISLAND REGION  
SCHOOLS DIVISION OF ESCALANTE CITY  
HACIENDA FE ELEMENTARY SCHOOL

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2. Submit your Bid form with your name, signature, company name, address, and contact numbers. Submit the duly accomplished quotation form on or before **May 14, 2026 , 12 NN at Hacienda Fe Elementary School**, National Hi-way, Brgy. Hacienda Fe, Escalante City, Administrative Office and look for Jeddah U. Tanguan.
3. Attach to your Bid either the following:
  - SEC Registration Certificate for Corporation; or
  - DTI Registration Certificate for Sole Proprietorship;
  - Valid Business Permit (2026);
4. Unsigned Bid and Bid lower than the floor price shall automatically be disqualified.
5. A complete set of Bid Form may be acquired by interested bidder from **May 7 to May 13, 2026** at Administrative Office, Hacienda Fe Elementary School.
6. For further information, please refer to:  
  
**JEDDAH U. TANGUAN**  
Administrative Officer II  
BAC Secretariat  
Member, Division Property Disposal Committee
7. Inspection of Unserviceable Properties are available for inspection on: **May 13, 2026 @ 1:00 PM, Hacienda Fe Elementary School.**
8. Schedule of Public Auction:  
The public auction shall be conducted on an “as is, where is” basis on **May 14, 2026, 1:00 PM at Hacienda Fe Elementary School.**
9. Submission of Bid:  
The Bid must be submitted in three (3) (original copy (1) and 2 photocopies) using the prescribed Bid Form.
10. Deadline of submission of Bid is on **May 14, 2026, 12:00 NN**. Bid submitted beyond said deadline shall not be accepted.
11. Opening of Bids at **May 14 2026, 1:00 PM** in the presence of BAC and Division Disposal Committee.
12. Awarding of Bids:  
Award shall be made to be made to the highest complying bidder.
13. Pull-out/Taking of Awarded Items:  
The winning bidder shall be given seven (7) calendar days from receipt of payment to pull out from Hacienda Fe Elementary School as stated in the ITB. The unserviceable items awarded subject to the

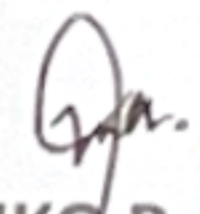


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supervision of School Supply Officer and School Inventory and Disposal Committee, witnessing and approval by the Schools Division Superintendent and COA official during the actual disposal

  
**JENEVIE S. DALOGDOG**  
Teacher III  
Chairperson, BAC

  
**JAY MIKO B. LESONDRA**  
Teacher-In-Charge  
Chairperson, Disposal Committee

Noted by:

  
**MARITES C. CAPILITAN, PhD**  
OIC – Assistant Schools Division Superintendent  
Chairperson, Bids and Awards Committee  
Chairperson, Division Inventory and Disposal Committee 