



**Republic of the Philippines**  
**Department of Education**  
 Negros Island Region  
 Schools Division of Escalante City  
**PINAPUGASAN 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 Price |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------|----------|-------------|
| <b>Pinapugasan Elementary School</b> | Pensonic MP4 DVD Player                                                                                   | 1        |             |
|                                      | Coby 55" Smart TV SN: RDPSTV557820210809345                                                               | 1        |             |
|                                      | Optical Mouse                                                                                             | 2        |             |
|                                      | HP Keyboard K45<br>SN: 7CH426215X<br>SN: 7CH426215Y<br>SN: 7CH42623F2<br>SN: 7CH4262160<br>SN: 7CH42623F3 | 5        |             |
|                                      | RC Pointer                                                                                                | 2        |             |
|                                      | InFocus Remote                                                                                            | 1        |             |
|                                      | TP-Link Desktop Switch<br>SN:21436220002182 (DCP Batch 16)                                                | 1        |             |
|                                      | Max Tech UPS SN:1707210420 (DCP Batch 16)                                                                 | 1        |             |
|                                      | Microlab Speaker                                                                                          | 2        |             |
|                                      | Microlab Speaker Model: M290 SN: QEDAA102117                                                              | 1        |             |
|                                      | Emerson UPS Model: PSA1000MT3-230U SN: 1405700795PS26M (DCP Batch 16)                                     | 1        |             |
|                                      | Stapol UPS Model: SVC-1000VA (DCP Batch 16)                                                               | 1        |             |
|                                      | HP Monitor Model: Compaq L2206tm (DCP Batch 16) SN:CN4280GMF                                              | 1        |             |
|                                      | HP Monitor Model: V192 (DCP Batch 16)                                                                     | 6        |             |



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|                                                                                                                                                                       |     |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|
| HP Laptop Charger SN:<br>WDF2V00AIR6R0C6                                                                                                                              | 1   |          |
| KTEC Power Adapter Charger (DCP<br>Batch 16)                                                                                                                          | 2   |          |
| HP Power Adapter Model: HP0957-2269                                                                                                                                   | 1   |          |
| Computer Monitor AOC                                                                                                                                                  | 1   |          |
| HP 3 in 1 Printer Model: SNPRH-0801<br>SN:CN364110HH                                                                                                                  | 1   |          |
| Canon Pixma iP1300                                                                                                                                                    | 1   |          |
| Epson L3150 (1) SN:X93K021287 (2)<br>X93K031597                                                                                                                       | 2   |          |
| Epson L3110<br>SN: (1) X5DX074340<br>SN: (2) X5DX455152<br>SN: (3) X5DY445047<br>SN: (4) X5DX470620<br>SN: (5) X93P259806<br>SN: (6) X5DY472294<br>SN: (7) X5DX470621 | 7   |          |
| Epson M1100 SN: X5HQ003824                                                                                                                                            | 1   |          |
| Epson M1120 SN: X5TB002330                                                                                                                                            | 1   |          |
| Epson L3118 SN: X6NZ350237                                                                                                                                            | 1   |          |
| Epson L121 SN: X9LV394773                                                                                                                                             | 1   |          |
| Dynamic Microphone                                                                                                                                                    | 1   |          |
| Microphone Color:Silver                                                                                                                                               | 1   |          |
| Wheelbarrow                                                                                                                                                           | 1   |          |
| Monobloc Chair-Green                                                                                                                                                  | 20  |          |
| Kiddie Monobloc Chair-Green                                                                                                                                           | 15  |          |
| Wooden Chair                                                                                                                                                          | 6   |          |
| Steel Chair                                                                                                                                                           | 6   |          |
| Steel Table                                                                                                                                                           | 1   |          |
| Two-Seater Wooden Table                                                                                                                                               | 2   |          |
| Steel Armchair                                                                                                                                                        | 11  |          |
| Plastic Armchair with Metal Frame                                                                                                                                     | 11  |          |
| Single Bed with Metal Frame                                                                                                                                           | 1   | 3,443.89 |
| <b>WASTE MATERIAL REPORT</b>                                                                                                                                          |     |          |
| Jalousie Blade (Pull-Out from Logofind<br>Building)                                                                                                                   | 264 |          |



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|                                                           |              |                 |
|-----------------------------------------------------------|--------------|-----------------|
| Jalousie Frames (Pull-Out from Logofind Building)         | 101          |                 |
| Corrugated G.I. Sheet (Pull-Out from Marco Type Building) | 48           |                 |
| Facia Board (Pull-Out from Logofind Building)             | 10           |                 |
| Metal Furring (Pull-Out from LogoFind Building)           | 5            |                 |
| Metal Grills (Pull-Out from Logofind Building)            | 1            |                 |
| Steel Drawer                                              | 1            |                 |
| Flourescent Frame (Pull-Out from Marcos Type Building)    | 6            |                 |
| UTP Cable                                                 | 7            |                 |
| Monitor Power Cable                                       | 30           | <b>1,549.00</b> |
|                                                           | <b>TOTAL</b> | <b>4,992.89</b> |

2. Submit your Bid form with your name, signature, company name, address, and contact numbers. Submit the duly accomplished quotation form on or before **June 30, 2026, 10 AM at Pinapugasan Elementary School, Barangay Pinapugasan, Escalante City** and look for Ms. Roselyn A. Valiente.
3. Attach to your Bid either the following:
  - SEC Registration Certificate for Corporation; or
  - DTI Registration Certificate for Sole Proprietorship;
  - Valid Business Permit;
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 **June 23 to June 29, 2026 at Pinapugasan Elementary School.**
6. For further information, please refer to:

**MS. ROSELYN A. VALIENTE**

Administrative Officer II– Pinapugasan Elementary School  
BAC Secretariat  
Member, Division Property Disposal Committee



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**PINAPUGASAN ELEMENTARY SCHOOL**

Pinapugasan Elementary School  
Barangay Pinapugasan, Escalante City

7. Inspection of Unserviceable Properties are available for inspection on: **June 29, 2026@ 3 PM, Pinapugasan Elementary School.**
8. Schedule of Public Auction:  
The public auction shall be conducted on an "as is, where is" basis on **June 30, 2026 at 1:01 PM, Pinapugasan 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 **June 30, 2026, 1:00 PM.** Bid submitted beyond said deadline shall not be accepted.
11. Opening of Bids at **June 30, 2026, 1:01 PM** in the presence of BAC and Division Disposal Committee.
12. Awarding of Bids:  
Award shall be made to be made to the highest 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 the Old Division Office as stated in the ITB. The unserviceable items awarded subject to the supervision of Division Supply Officer, Division Accountant, Representative from the Division Inventory and Disposal Committee, witnessing and approval by the Schools Division Superintendent and COA official during the actual disposal.

  
**JOY M. BETITA**  
Teacher III

Chairperson, Bids and Award Committee

  
**WARLITO G. EBEN**  
Principal I

Chairperson, Disposal Committee

Noted by:

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

  


  
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**PINAPUGASAN ELEMENTARY SCHOOL**

**Bids and Awards Committee**

Project Name:

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

Escalante City, Negros Island Region, Philippines  
 Cellphone. Nos: (+63) 977 662 3044  
[roselyn.valiente@deped.gov.ph](mailto:roselyn.valiente@deped.gov.ph)  
[Depedesalantecity.weebly.com](http://Depedesalantecity.weebly.com)

**Request for Quotation**

Date: 06/23/2026  
 Quotation # : RFQ 2026-06-01  
 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 **06/30/2026, 1 PM** at Pinapugasan Elementary School, Escalante City, Negros Island Region, Philippines. For more information please call Pinapugasan Elementary School-BAC Secretariat at Cellphone No.: (+63) 977 662 3044. Prospective service provider shall be responsible to verify details of items described below with the Pinapugasan Elementary School -Bids and Awards Committee, Cellphone No. (+63) 977 662 3044

  
**WARLITO G. EBEN**  
 Chairperson, School Property Disposal 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: June 29, 2026, 3 PM, Pinapugasan Elementary School | June 30, 2026 @ 1:30 PM    | Date & Venue: July 18, 2026, 2 PM                                          | 4,992.89    |                              |
| NAME OF PROJECT:                                         |                            | <b>Public Bidding for one (1) Lot of Disposal of various unserviceable</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 |  |                | Date :        |
| 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) |
|--------------------------------------------------------------------------------------------------------------|------------|------------------|-----------------|---------------|---------------------------------|
| <b>Disposal of one (1) Lot of Various Unserviceable Properties</b>                                           | <b>Lot</b> |                  | <b>3,443.89</b> |               |                                 |
| 1. Pensonic MP4 DVD Player                                                                                   |            | 1                |                 |               |                                 |
| 2. Coby 55" Smart TV SN: RDPSTV557820210809345                                                               |            | 1                |                 |               |                                 |
| 3. Optical Mouse                                                                                             |            | 2                |                 |               |                                 |
| 4. HP Keyboard K45<br>SN: 7CH426215X<br>SN: 7CH426215Y<br>SN: 7CH42623F2<br>SN: 7CH4262160<br>SN: 7CH42623F3 |            | 5                |                 |               |                                 |
| 5. RC Pointer                                                                                                |            | 2                |                 |               |                                 |
| 6. InFocus Remote                                                                                            |            | 1                |                 |               |                                 |



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|                              |                                                                                                                                                                       |  |            |                 |  |  |  |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------|-----------------|--|--|--|
| 7                            | TP-Link Desktop Switch SN:21436220002182 (DCP Batch 16)                                                                                                               |  | 1          |                 |  |  |  |
| 8                            | Max Tech UPS SN:1707210420 (DCP Batch 16)                                                                                                                             |  | 1          |                 |  |  |  |
| 9                            | Microlab Speaker                                                                                                                                                      |  | 2          |                 |  |  |  |
| 10                           | Microlab Speaker Model: M290 SN: QEDAA102117                                                                                                                          |  | 1          |                 |  |  |  |
| 11                           | Emerson UPS Model: PSA1000MT3-230U SN: 1405700795PS26M (DCP Batch 16)                                                                                                 |  | 1          |                 |  |  |  |
| 12                           | Stapol UPS Model: SVC-1000VA (DCP Batch 16)                                                                                                                           |  | 1          |                 |  |  |  |
| 13                           | HP Monitor Model: Compaq L2206tm (DCP Batch 16) SN: CN4280GMF                                                                                                         |  | 1          |                 |  |  |  |
| 14                           | HP Monitor Model: V192 (DCP Batch 16)                                                                                                                                 |  | 6          |                 |  |  |  |
| 15                           | HP Laptop Charger SN: WDF2V00AIR6R0C6                                                                                                                                 |  | 1          |                 |  |  |  |
| 16                           | KTEC Power Adapter Charger (DCP Batch 16)                                                                                                                             |  | 2          |                 |  |  |  |
| 17                           | HP Power Adapter Model: HP0957-2269                                                                                                                                   |  | 1          |                 |  |  |  |
| 18                           | Computer Monitor AOC                                                                                                                                                  |  | 1          |                 |  |  |  |
| 19                           | HP 3 in 1 Printer Model: SNPRH-0801 SN: CN364110FHF                                                                                                                   |  | 1          |                 |  |  |  |
| 20                           | Canon Pixma iP1300                                                                                                                                                    |  | 1          |                 |  |  |  |
| 21                           | Epson L3150 (1) SN: X93K021287 (2) X93K031597                                                                                                                         |  | 2          |                 |  |  |  |
| 22                           | Epson L3110<br>SN: (1) X5DX074340<br>SN: (2) X5DX455152<br>SN: (3) X5DY445047<br>SN: (4) X5DX470620<br>SN: (5) X93P259806<br>SN: (6) X5DY472294<br>SN: (7) X5DX470621 |  | 7          |                 |  |  |  |
| 23                           | Epson M1100 SN: XSHQ003824                                                                                                                                            |  | 1          |                 |  |  |  |
| 24                           | Epson M1120 SN: XST8002330                                                                                                                                            |  | 1          |                 |  |  |  |
| 25                           | Epson L3118 SN: X6NZ350237                                                                                                                                            |  | 1          |                 |  |  |  |
| 26                           | Epson L121 SN: X9LV394773                                                                                                                                             |  | 1          |                 |  |  |  |
| 27                           | Dynamic Microphone                                                                                                                                                    |  | 1          |                 |  |  |  |
| 28                           | Microphone Color: Silver                                                                                                                                              |  | 1          |                 |  |  |  |
| 29                           | Wheel Barrow                                                                                                                                                          |  | 1          |                 |  |  |  |
| 30                           | Monobloc Chair-Green                                                                                                                                                  |  | 20         |                 |  |  |  |
| 31                           | Kiddie Monobloc Chair-Green                                                                                                                                           |  | 15         |                 |  |  |  |
| 32                           | Wooden Chair                                                                                                                                                          |  | 6          |                 |  |  |  |
| 33                           | Steel Chair                                                                                                                                                           |  | 6          |                 |  |  |  |
| 34                           | Steel Table                                                                                                                                                           |  | 1          |                 |  |  |  |
| 35                           | Two-Seater Wooden Table                                                                                                                                               |  | 2          |                 |  |  |  |
| 36                           | Steel Arm Chair                                                                                                                                                       |  | 11         |                 |  |  |  |
| 37                           | Plastic Arm Chair with Metal Frame                                                                                                                                    |  | 11         |                 |  |  |  |
| 38                           | Single Bed with Metal Frame                                                                                                                                           |  | 1          |                 |  |  |  |
| <b>WASTE MATERIAL REPORT</b> |                                                                                                                                                                       |  | <b>PHP</b> | <b>1,549.00</b> |  |  |  |
| 1                            | Jalousie Blade (Pull-Out from Logofind Building)                                                                                                                      |  | 264        |                 |  |  |  |
| 2                            | Jalousie Frames (Pull-Out from Logofind Building)                                                                                                                     |  | 101        |                 |  |  |  |
| 3                            | Corrugated G.I. Sheet (Pull-Out from Marco Type Building)                                                                                                             |  | 48         |                 |  |  |  |
| 4                            | Facia Board (Pull-Out from Logofind Building)                                                                                                                         |  | 10         |                 |  |  |  |
| 5                            | Metal Furring (Pull-Out from LogoFind Building)                                                                                                                       |  | 5          |                 |  |  |  |



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|                           |                                                        |  |               |                 |  |  |  |
|---------------------------|--------------------------------------------------------|--|---------------|-----------------|--|--|--|
| 6                         | Metal Grills (Pull-Out from Logofind Building)         |  | 1             |                 |  |  |  |
| 7                         | Steel Drawer                                           |  | 1             |                 |  |  |  |
| 8                         | Flourescent Frame (Pull-Out from Marcos Type Building) |  | 6             |                 |  |  |  |
| 9                         | UTP Cable                                              |  | 7             |                 |  |  |  |
| 10                        | Monitor Power Cable                                    |  | 30            |                 |  |  |  |
|                           |                                                        |  | <b>Total:</b> | <b>4,992.89</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 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.

*(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.

**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 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:

- Price Quotation;
- Compliance with Items & Description
- 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 thr RFQ.

**F. Payment**

The highest bidder shall pay the bid bond to the cashier after the award.

The *Malasibog Integrated 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