



Republic of the Philippines  
**Department of Education**  
DIVISION OF SOUTH COTABATO

Date: January 16, 2020

RFQ No.: DSC-20-01-012

Mode of Procurement: NP-SVP

### **Request for Quotation (RFQ)**

Name of Individual/Company \_\_\_\_\_

Address: \_\_\_\_\_

Contact No. \_\_\_\_\_

TIN \_\_\_\_\_

PhilGEPS Registration No.: \_\_\_\_\_

The Department of Education-South Catabato Division, through its Bids and Awards Committee (BAC), hereby notifies entities duly registered with the Philippine Government Electronic Procurement System (PhilGEPS) to offer for the hereunder contract, to be implemented thru Negotiated Procurement (Small Value Procurement) pursuant to Rule XVI, Section 53.9 of the Revised Implementing Rules and Regulations of R.A. 9184. The details of the project are as follows:

<b>Name of Project</b>	:	<b>Professional Services for the Preparation of Technical Documents for the Electrical Works of SDO Electrical Plan for All Buildings of SDO South Cotabato, Site Development Plan and Electrical As Built</b>
<b>Scope of Work</b>	:	1.) Conduct Electrical Audit of the following buildings: a) Guards House; b) Receiving Section; c) Ground, 1st and 2nd Floor of Admin Building; d) PSU Office; e) Budget Office; f) Supply Office; g) Supply Stockroom; h) ICT Office; i) Planning Office; j) Engineering EFS and Record Section; k) ALS/BAC Office; l) LRMDs Building; m) Division Garage; n) Division Conference Hall; o) SGOD Hall; p) Health and Nutrition Section; q) Division Visitors Lounge; r) PSDS Office; s) Old CSC Room
		2.) Submit Signed and Sealed SDO Electrical Plan with Technical Analysis
		3.) Submit Approved SDO Site Development Plan
		4.) Submit Final Recommendation for Electrical Findings
<b>Delivery Site</b>	:	DepEd-Division of South Cotabato, Alunan Ave., Koronadal City
<b>Contract Duration</b>	:	1 month
<b>Approved Budget for the Contract (ABC)</b>	:	Php 150,00.00
<b>Fund Source</b>	:	Division MOOE

Award of contract shall be made to the individual/contractor with the lowest quotation for the project which comply with the minimum technical specifications and other terms and conditions stated herein. All bids higher than ABC shall automatically be disqualified.

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Prospective bidders shall secure signed canvass papers for your price quotation from BAC Secretariat and submit sealed canvass together with the herein documents:

Interested individual/service provider is required to submit the following documents:

1. Certified True Copy of Valid PCAB License
2. Certified True Copy of Valid DTI Business Name Registration or SEC Registration
3. Certified True Copy of Valid and Current Mayor's Permit
4. Certified True Copy of Valid Phil-GEPS Registration
5. Valid and Current Mayor's Permit
6. Curriculum Vitae (for individual)
7. PhilGEPS Registration Number

Submission of quotation and eligibility documents is on or before **10:00am** of JAN 20 2020  
at BAC Secretariat Office, DepEd Division of South Cotabato, Alunan Ave., Koronadal City.

The DepEd Division of South Cotabato reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

Further information may be obtained from the following:

BAC Secretariat  
DepEd Division of South Cotabato  
Alunan Ave., Koronadal City  
Tel./Fax Nos. (083) 228-9224  
Email: bac.southcotabato@deped.gov.ph

  
**LALAIN S.J. MANUNTAG, Ph.D.**  
Chairperson, BAC-AMP