



Republic of the Philippines
Department of Education

REGION XII

SCHOOLS DIVISION OF SOUTH COTABATO

Date: April 4, 2024
RFQ No.: DSC-24-04-073
Mode of Procurement: NP-CP Sec. 53.12

Request for Quotation (RFQ)

I. Please quote your lowest price inclusive of VAT on the item(s) listed below, subject to the Terms and Conditions of this RFQ. Sealed quotations with documentary requirements must be submitted not later than **10:00 a.m** of _____ at Bids and Awards Committee Office (BAC), DepEd-Schools Division of South Cotabato, Alunan Avenue, Koronadal City. Quotation that exceeds the approved budget for the contract (ABC) (per item/**per lot**) shall be rejected. Evaluation and award shall be done on a (per item/**per lot**) basis. For more information please call us at Telephone Nos.: (083) 228-9224, c/o **Ms. Zynafe V. Caijo**, BAC-Secretariat Head. Prospective supplier shall be responsible to verify herein items from DepEd.- So. Cot. Division, Property and Supply Unit c/o **Mr. Ray O. Lloren**, Administrative Officer IV - Supply Officer at Telephone No. (083) 228-5269.

LEVI B. BUTIHEN
BAC Chairperson

Instructions:

1. Accomplish this RFQ correctly and accurately. Entries must be written legibly.
2. Do not alter the contents of this form in any way.
3. All bids and attached documents shall be in a sealed envelope.
4. Failure to follow these instructions will disqualify your entire quotation.

II. Particulars

Lot No.	Item Description / Technical Specification	Approved Budget for the Contract (ABC) in Php.	Quantity	Unit of Issue	Unit price	Brand / Model	TOTAL PRICE in Pesos (Qty x Unit Price)
	Procurement of Pastuerized Milk for the Implementation of SBFP SY 2023-2024						
1	Surallah	1,801,485.00	94,815	pouch	19.00		
2	Tantangan, Tampakan, Tupi, Polomolok and Tboli East	4,740,234.00	249,486	pouch	19.00		
3	Banga, Norala, Sto. Niño, Lake Sebu and Tboli West	5,067,034.00	266,686	pouch	19.00		
	Terms and conditions:						
	Contract Duration: 43 days						
	Milk should be packed individually in food-grade polyethylene pouches/gable top/retortable/doy packaging pouches/bottles with a serving size ranging from 180-200ml per pack.						
	Follow the minimum FDA labeling regulations: Product name, net weight, name and address of manufacturer, lot identification and date of production, expiration date, ingredient list, storage condition, direction for use and nutrition facts.						

	Place of Delivery: per dropping points (see attached list)						
	Supplier: Preferably within the province						
	<i>x-x-x-x-Nothing Follows-x-x-x-x</i>						
TOTAL AMOUNT IN FIGURES:							
TOTAL AMOUNT IN WORDS:							

Terms and Conditions:

1. Delivery Period: **Forty-Three (43) Calendar days from Supplier's receipt of NTP (see attached delivery schedule)**
2. Delivery Site: **Per dropping points (see attached list)**
3. Price Validity: **120 days from submission of quotation**
4. Warranty: **6 months for supplies & materials; 1 year for equipment, from the date of acceptance by the procuring entity.**
5. Payment Term: **15 Days**
6. Price is inclusive of all costs and applicable taxes.

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

Supplier's Business Name: _____ **PhilGEPS Reg. no.** _____

Address: _____ **TIN** _____

Tel. No.: _____ **Fax No.:** _____ **E-Mail** _____ **Vat** _____ **Non-Vat** _____

Supplier's signature over printed name: _____ **Date** _____

Canvasser: _____

NOTE: Please attach the following legal, technical and financial requirements upon submission of quotation.

Legal Requirements:

a. Certificate of registration from the DTI, SEC, CDA, DA, Department of Labor and Employment, NCIP; or in the case of Civil Society Organizations, Non-Government Organizations or Peoples' Organizations that are compliant with the requirements of a CSG, registration from NGAs446 or LGUs,447 and

b. A sworn affidavit (Appendix "I") executed by the head or its authorized representative

Technical Requirements:

c. Statement of all its completed contracts similar to the Communitybased Projects to be bid and/or list indicating the work experiences of their members that reflect the capacity to deliver the Goods, or implement the Simple Infrastructure Projects, at an equal or higher established standards.

Financial Requirements:

d. Photocopy or scanned copy of the bank book with complete bank account information; or a proof that it maintains books of accounts such as cash receipts journal, cash disbursement journal, general journal, and general ledger.

e. Latest Income Tax Return (ITR) for the preceding Tax Year or for new establishments, the most recent quarter's ITR or Business Tax Return; and

f. Updated Audited Financial Statement (AFS), which should not be earlier than two (2) years from the date of bid submission.