Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OFFICE OF TABUK CITY
Tabuk City, Kalinga

BIDS AND AWARDS COMMITTEE
Request for Quotation

Date: November 23, 2026
Deadline: December 02, 2026

RFQ No.: 2026-11-177
MOP: Small Value Procurement
ABC: ₱ 250,000.20

To all Eligible Suppliers/Bidders:

Please quote your lowest price appraisal inclusive of VAT (if applicable) on all/each items stated herein for the **Procurement of Diesel Fuel (Turbo) of Mitsubishi Strada Pick-up with CS # B7-B907 for monitoring of infrastructure projects** subject to the Terms and Conditions of this RFQ. Submit your quotation signed by your duly authorized representative not later than 09:00 a.m. on the set deadline at the Schools Division of Tabuk City, Purok 2, Bulanao Norte, Tabuk City, Kalinga or send the soft copy of the requirements to tabukcity.bac@deped.gov.ph

The opening of quotation shall be on the given deadline at 09:15 at the Schools Division Office, Purok 2, Bulanao Norte, Tabuk City. For more information, please email tabukcity.bac@deped.gov.ph or call the BAC Secretariat through 09366455322.

GINADINE L. BALAGSO
BAC Chairperson

General Terms and Conditions

1. Bidders shall provide correct and accurate information required in this form. All entries must be typewritten or in print and properly accomplished. Do not leave anything blank, put "N/A" if "Not Available".
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. No Price quotation/s or offer for items shall exceed Fifty Thousand Pesos (P50,000.00) and must be valid for a period of forty-five (45) calendar days from the deadline of submission.
4. Price quotation/s , to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
5. In case of two or more bidders are determined to have submitted the Lowest alculated Quotation/Lowest Calculated and Responsive Quotation, SDO Tabuk City shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPBB Circular 06-2005.
6. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
7. The supplier/bidder whose quotation has been accepted will be notified by the Procuring Entity prior to the expiration of the validity period of the Quotation
8. The item/s shall be delivered according to the accepted offer of the bidder. Item/s delivered shall be inspected on the scheduled date and time of the proponent. The delivery of the item/s shall be acknowledged upon he delivery to confirm the compliance with the technical specifications.
9. Payment shall be made after delivery and upon submission of the required supporting documents, by the supplier, contractor or consultant. Our Government Servicing Bank (Land Bank of the Philippines), shall credit the amount due to the identified bank account of the supplier, contractor, or consultant not earlier than twenty-four (24) hours but not later than forty-eight hours, upon receipt of our advice. Please not that the corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier, contractor, or consultant.
10. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The Head of the Procuring Entity (HOPE) may terminate the contract once the cumulative aount of liquidated damages reaches ten percent (10%) of the contract, without prejudice to other courses of action and remedies open to it.
11. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under New Government *Procurement Act RA No. 12009.*

Specific Terms and Conditions

1. Supplier's bid must not be greater than the Approved Budget of Contract (ABC) per item.
2. Supplier must serve/deliver after delivery of Purchase Request
3. Supplier shall submit the RFQ together with the following: (a) PhilGEPS Registration Certificate, (b) Valid Mayor's Permit and (c) Omnibus Sworn Statement for P50,000 and above ABC

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After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for each item as follows:

Item No.	Item Description	Unit	Quantity	Unit Price	Total
	Procurement of Diesel Fuel (Turbo) of Mitsubishi Strada Pick-up with CS # B7-B907 for monitoring of infrastructure projects				
1	Diesel Fuel (Turbo)	liter	2,778		
	Note: **Retail Pump Price will prevail during the refilling of the Vehicle's Fuel tank. The completion on the delivery of goods will end when the contract amount is consumed.* **Payment shall be done on a monthly basis upon receipt of Statement of Account with complete supporting documents. Payments shall be based on the actual fuel prices on the day the fuels are withdrawn.* **Prospective suppliers (Fuel Stations) should be within 3 kilometers radius from DepEd Tabuk City Office.*				
	ABC	**250,000.20**			

Business/Company Name: _____

PhilGEPS Registration Number (Required): _____

Printed Name and Signature of Dealer/Authorized Representative: _____

Business Address: _____

Contact Number: _____ Email Address: _____

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