



DEPARTMENT OF EDUCATION
REGION V (BICOL)
SCHOOLS DIVISION OFFICE OF ALBAY
SAN JOSE NATIONAL HIGH SCHOOL
San Jose, Malilipot, Albay

REQUEST FOR QUOTATION

San Jose National High School, through its Bids and Awards Committee, will undertake procurement in accordance with the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184, otherwise known as the Government Procurement Reform Act. The procurement details are as follows:

RFQ No.: **2023-10-034**
Project Name: **For School Offices use (Principal's Office, Accounting Office, BAC Office, Guidance Office), JHS and SHS Departments, 1st Periodic Test, and for Supply Room**
Approved Budget for the Contract: **Three Hundred Ninety Thousand Five Hundred Fifty Pesos Only Php 390, 550 .00**
Award Mode: **PER LOT, Lowest Calculated Responsive Bid**
Procurement: **Shopping**
Specifications/ Conditions: **See the attached Annex "A" for specifications and Annex "B" for a schedule of requirements**

Interested suppliers are required to submit the price quotation (Annex "A"), Schedule of Requirements (Annex "B") and the following documents (with / mark):

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Clear photocopy of latest Mayor's Permit/Business Permit |
| <input checked="" type="checkbox"/> | PhilGEPS Registration Number/Certificate of Registration |
| <input checked="" type="checkbox"/> | Income/Business Tax Return |
| <input checked="" type="checkbox"/> | Omnibus Sworn Statement |
| <input type="checkbox"/> | Philippine Contractors Accreditation Board (PCAB) License |
| <input type="checkbox"/> | Net Financial Contracting Capacity (NFCC) |
| <input type="checkbox"/> | Professional License/Curriculum Vitae |

Submission of quotation and documents is on or before **9:00 a.m., October 16, 2023** at the **Bids & Awards Committee Secretariat Office, San Jose National High School, San Jose, Malilipot, Albay**. Open submission may be submitted, manually or through email at **sjnhsbacsecretariat@gmail.com** in Portable Document Format (PDF).

The SJNHS - BAC reserves the right to accept or reject any or all the bids/quotations, waive any defect or informality therein, declare a failure of bidding/procurement, get the bid, and award the contract to the most advantageous offer to the procuring entity, for and in behalf of the project. San Jose National High School assumes no responsibility to compensate or indemnify the bidder for any expense or loss incurred for the preparation of bids, nor does it guarantee that an award will be made.

For inquiries, you may contact the BAC Secretariat Office at 09666517294/09953980893 (calls only).

Very truly yours,


JOMALYN A. BENDICIO

Bids & Awards Committee Secretariat Member

