



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
Schools Division of Cebu City

"ANNEX A"

RFQ No. : 2025-07-240

(PROVISION OF FOOD FOR THE CONDUCT OF MASS TRAINING ON INNOVATIVE TEACHING IN MATHEMATICS AND SCIENCE WITH TECHNOLOGICAL TOOLS:
ADVANCING HOTS BY CRAFTING REAL-WORLD PROBLEMS (BATCH 1-MAINLAND CEBU CLUSTER) ON AUGUST 2, 2025)

TERMS AND CONDITIONS:

A. Submission of Requirement

- 1 Quotations and other requirements stated below shall be submitted to the Bids and Awards Committee (BAC) at DepEd, Cebu City Division, 2nd Floor, BAC Office, Imus Avenue, Brgy. Day-as, Cebu City.
- 2 Supplier shall submit the following requirements:
 - a. Duly signed Request for Quotation. P
 - b. Valid and Current Mayor's Permit / Municipal License; and
 - c. Phil-GEPS Registration No./Certificate,

Bidders failure to submit such documents within three (3) calendar days from receipt by the bidder of notice shall be ground for disqualification. (Note: Manufacturers, suppliers, distributors, contractors, and/or consultants are mandated to register with PhilGEPS and provide a PhilGEPS Registration Number in selected alternative methods of procurement as a condition for award of the contract p.o.)

B. Price Validity

Price validity should be 120 calendar days from the date of quotation.

C. Award

The supplier who submitted the lowest calculated and responsive quotation shall be awarded the Purchase Order/Contract after evaluation by the BAC.

D. Delivery

- 1 Delivery of Goods shall be made on March 28, 2025.
Goods shall be delivered to the DepEd, Cebu City Division, Imus Avenue, Brgy. Day-as, Cebu City, Philippines, herein defined as Project Site.
 - 2 costs to the account of Supplier. Risk and title shall pass from the Supplier to the Purchaser upon receipt and final acceptance of the Goods at Project Site.
 - 3 Upon delivery of the Goods to the Project Site, the Supplier shall notify the Purchaser and present the following documents to the Purchaser:
 - i. Original and 4 copies of the Supplier's Invoice showing the Goods description, quantity, unit price and total price.
 - ii. Original and 4 copies of Delivery Receipts
 - iii. Original Statement of Accounts
 - iv. Approved PO
 - v. Warranty Certificate(s), (if any)
- For the purpose of these conditions, Purchaser's representative at the Project Site is the Supply / Property Officer of DepEd, Cebu City Division.

E. Evaluation of Quotations

Quotations shall be compared and evaluated on the basis of the following criteria:

- 1 Completeness of Submission
- 2 Compliance with Technical Specifications
- 3 Price

F. Instructions

Supplier shall be responsible for the source(s) of its goods/services/equipment, and shall provide in accordance with the schedule, and

- 1 specifications of the RFQ – or contract/award/purchase order. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the provider.

Supplier shall pick-up the purchase order issued in its favor within three (3) calendar days from date of receipt of notice to that effect. A telephone call or fax transmission shall constitute an official notice to the Supplier. Thereafter, if the purchase order remains unclaimed, the purchase order shall be cancelled. To avoid delay in the delivery of the requesting agency's requirements, all defaulting suppliers shall be precluded from proposing or submitting substitute quotation(s) or item(s).

- 2 Supplier who accepted a purchase order / contract but failed to deliver the required Goods / services / equipment within the time called for in the purchase order / contract shall be disqualified from participating in DepEd or any of DepEd units' future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its IRR-A against the supplier.
4. Rejected deliveries shall be construed as non-delivery, and shall be replaced by the supplier subject to liquidated damages for delayed deliveries.
5. All duties, excise, and other taxes and revenue charges shall be paid by the provider.
6. All transactions are subject to withholding of credible Value Added Tax and/or Expanded Value Added Tax per revenue regulation(s) of the Bureau of Internal Revenue.

G. Packing

The supplier shall provide such packing of the Goods appropriate to prevent their damage or deterioration during transit to the Project Site. Goods shall be packed in appropriate containers with label identifying the content and quantity per package with the name of the Purchaser and marked "Not for

H. Inspection

- 1 All deliveries by supplier shall be subject to inspection, and acceptance by the DepEd Inspection Team and the end-user. All costs of the necessary laboratory tests undertaken by the DepEd on the Goods shall be to the account of the suppliers.
- 2 For the purpose of this condition, Purchaser's representative at Project Site is the Chairman, Division Inspection Committee.

I. Liquidated Damages

A penalty of one-tenth of one percent (0.001) of the total value of the undelivered goods/services/equipment shall be charged as liquidated damages for every day of delay of the delivery of the purchased goods/services/equipment.

J. Warranty

Supplier warrants that all goods/services/equipment's to be provided are of acceptable industry standard. Warranty shall be for a period of six (6) months for supplies and materials, and one year in case of equipment reckoned from date of acceptance of the Goods at Project Site.

K. Payment

One hundred percent (100%) of the Contract Price shall be paid to the supplier after acceptance of the Goods / Services / Equipment at the Project Site and submission of the documents provided under E. Delivery.

L. Reservation Clause

DepEd, Cebu City Division reserves the right to reject any and all quotations, not to award the PO or annul the bidding process without thereby incurring any liability to the affected parties.

After having carefully read and accepted your Request for Quotation (RFQ) and its Terms and Conditions, I/We submit herein price quotation(s) for the item(s) in this RFQ. The quotations shall be binding upon me/us for thirty (30) calendar days reckoned from last day of submission indicated in this RFQ. The corresponding Award or Purchase Order shall be accepted by us at any time before expiration of this period.



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Cebu City

BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 2025 -334

WHEREAS, on July 25, 2025, the DepED Cebu City Division Bids and Awards Committee (BAC) received an approved purchase request from the Supply Office for the procurement of **“PROVISION OF FOOD FOR THE CONDUCT OF MASS TRAINING ON INNOVATIVE TEACHING IN MATHEMATICS AND SCIENCE WITH TECHNOLOGICAL TOOLS: ADVANCING HOTS BY CRAFTING REAL-WORLD PROBLEMS (BATCH 1-MAINLAND CEBU CLUSTER) ON AUGUST 2, 2025”** with an Approved Budget for the Contract (ABC) of Two Hundred Ninety-Four Thousand Pesos (Php 294,000.00) with PR No. 240 dated July 22, 2025;

WHEREAS, said item is indicated in the approved Annual Procurement Plan;

WHEREAS, Section 48.1 of the 2016 Revised Implementing Rules and Regulations (RIRR) of R.A. 9184 provide as follows:

“Subject to the prior approval of the HoPE, and whenever justified by the conditions provided in this Act, the Procuring Entity may, in order to promote economy and efficiency, resort to any of the alternative methods of procurement provided in this Rule. In all instances, the Procuring Entity shall ensure that the most advantageous price for the Government is obtained.”

WHEREAS, the Alternative Mode of Procurement may be resorted if the conditions / requirements set forth in Section 48.1 of the 2016 Revised Implementing Rules and Regulations (RIRR) of R.A. 9184 are present / complied with;

WHEREAS, Section 12.1(j) of the 2016 Revised Implementing Rules and Regulations (RIRR) states that one of the functions of the Bids and Awards Committee (BAC) is to recommend to the Head of the Procuring Entity (HoPE) the use of Alternative Methods of Procurement as provided in Rule XVI thereof;

WHEREAS, as shown in the Purchase Request No. 240 dated July 22, 2025 of the procurement at hand, the Division Conference Room of DepEd Cebu City Division, DepEd Applied Nutrition Center (ANC) and DepEd Ecotech Center of the Regional Office VII are not available on the date(s) the aforementioned activity is to be conducted;

WHEREAS, to promote economy and efficiency, the BAC will recommend to the Schools Division Superintendent / Head of the Procuring Entity (HoPE) for approval, the use of alternative mode in the procurement of the same specifically through “Small Value Procurement” under Section 53.9& Annex “H” of the 2016 Revised Implementing Rules and Regulations (RIRR) of R.A. 9184;



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DepEd Tayo Cebu City



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Cebu City

BAC Resolution No. 2025-334

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NOW, THEREFORE, We, the Bids and Awards Committee hereby **RESOLVES** as it is hereby **RESOLVED** to recommend to the Schools Division Superintendent/Head of the Procuring Entity (HoPE) of DepED Cebu City Division that the procurement of **“PROVISION OF FOOD FOR THE CONDUCT OF MASS TRAINING ON INNOVATIVE TEACHING IN MATHEMATICS AND SCIENCE WITH TECHNOLOGICAL TOOLS: ADVANCING HOTS BY CRAFTING REAL-WORLD PROBLEMS (BATCH 1-MAINLAND CEBU CLUSTER) ON AUGUST 2, 2025”** with PR No. 240 dated July 22, 2025 be conducted through alternative mode of procurement specifically through “Small Value Procurement” under Section 53.9 and Annex “H” of the 2016 Revised Implementing Rules and Regulations (RIRR) of R.A. 9184 as required in Section 48.1 thereof.

Adopted, this 25th day of **July 2025** at DepED Cebu City Division, New Imus Avenue Brgy. Day-as, Cebu City.

BIDS AND AWARDS COMMITTEE

ATTY. VILPA P. VILLABAS

BAC Member

JEANNE J. EGGER, EdD

BAC Member

JOCELYN B. TEJANO, EdD

BAC Member

JOHN PAUL D. LESONDATO, DevEdD

BAC Member

RAYLENE S. MANAWATAO, EdD

BAC Member

ALLAN S. PANCHO JR.

BAC Vice-Chairman

LYRA A. ILLAGA, DevEdD

BAC Chairman

[] APPROVED

[] DISAPPROVED

NIMFA D. BONGO, EdD CESO V

Schools Division Superintendent
Head of Procuring Entity



New Imus Ave., Brgy. Day-as, Cebu City (032) 254-5923

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DepEd Tayo Cebu City

TRACKING NO.

**PURCHASE REQUEST
DEPED
DIVISION OF CEBU CITY
Agency**

Department : CID
Section : :

PR No. 240 Date: 22-Jul-25
SAI No.

Stock No.	Unit	Item/Description	Quantity	Unit Cost	Days	Total Cost
PROVISION OF FOOD FOR THE CONDUCT OF MASS TRAINING ON INNOVATIVE TEACHING IN MATHEMATICS AND SCIENCE WITH TECHNOLOGICAL TOOLS: ADVANCING HOTS BY CRAFTING REAL-WORLD PROBLEMS (Batch 1-Mainland Cebu Cluster) on August 2, 2025						

August 2, 2025 – 420 PAX @PHP 700.00/PAX (BREAKFAST - AM SNACKS - LUNCH - PM SNACKS) [TO BE DELIVERED AT Asian College of Technology – SHS Theatre] 294,000.00

- 370 PAX - PACKED AM AND PM SNACKS
- 370 PAX - PACKED BREAKFAST AND LUNCH
- 50 PAX - BUFFET BREAKFAST AND LUNCH

Specifications: PACKED AND BUFFET BREAKFAST AND LUNCH (AT LEAST 3 MAIN DISHES WITH RICE, SOUP, DESSERT/FRUITS, WITH WATER; AM & PM SNACKS WITH TETRA PACK (PAPER PACKAGING) JUICE; PACKED IN ECO-FRIENDLY PACKAGING (NO STYROFOAM CONTAINERS) GREEN PROCUREMENT; PACKED MEALS FOR PAX WITH FOOD RESTRICTIONS (IF NOTIFIED);

OTHER INCLUSIONS:

PROVISION OF TOKENS TO SPEAKERS (VVIP) AT LEAST 10 PAX

PROVISION OF TARPAULIN - 2 PCS 5X8FT

FREE COFFEE(SACHET), CREAMER AND SUGER IN THE BUFFET STATION WITH DISPOSABLE CUPS AND STIRRERS

PROVISION OF 3 WATER DISPENSERS (HOT AND COLD) WITH FREE PURIFIED WATER AND DISPOSABLE CUPS INSIDE THE SESSION HALL

nothing follows

Venue	Available	Not Available	Statement of Compliance	Signature/Remarks
Division Conference				
DepEd, Ecotech Training				
DECS-ANC				

AVAILABILITY OF FUNDS:

ABC--PHP 294,000.00
source:

MA. CRISTINA L. GACAYAN
Budget Officer

Purpose:	PROVISION OF FOOD FOR THE CONDUCT OF MASS TRAINING ON INNOVATIVE TEACHING IN MATHEMATICS AND SCIENCE WITH TECHNOLOGICAL TOOLS: ADVANCING HOTS BY CRAFTING REAL-WORLD PROBLEMS (Batch 1-Mainland Cebu Cluster) on August 2, 2025
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Signature:
Printed Name: **ROSILIN L. ARGONCILLO**
Designation: Supply Officer III (National)

Approved :
NIMFA D. BONGO, EdD, CESO V
Schools Division Superintendent