



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region

**REQUEST FOR QUOTATION**  
**(RFQ No. 20-12-127)**

**PROJECT: LANDSCAPING OF THE REGIONAL OFFICE GROUND**

**INVITATION**

Date: December 14, 2020

Request for Quotation No.: 20-12-127

**To Eligible Suppliers:**

The DepED-CAR Regional Office through its Bids and Awards Committee (BAC), invites suppliers to quote for the **LANDSCAPING OF THE REGIONAL OFFICE GROUND**

Quotations should be **inclusive** of tax. The total approved Budget for the project is **Php 800,000.00**.

Quotations with supporting documents may be submitted in person, by letter, facsimile or thru email at [depedcar.bacsecretariat@gmail.com](mailto:depedcar.bacsecretariat@gmail.com) **not later than 9am of December 21, 2020**. For any inquiry, please refer to the members of the BAC Secretariat at DepED-CAR RO, Wangal, La Trinidad, Benguet with telefax numbers (074) 422-1804 / 422-5155. Upon receipt of quotation/s on the submission deadline, the BAC shall open the quotations.

Very truly yours,

  
**FLORANTE E. VERGARA**  
BAC Chairperson

Bacsec/cdad



Address: Wangal, La Trinidad, Benguet, 2601  
Telephone No: (074) 422 – 1318 | Fax No.: (074) 422-4074  
Website: [www.depedcar.ph](http://www.depedcar.ph) | Email Address: [car@deped.gov.ph](mailto:car@deped.gov.ph)



ISO 9001:2015 Certified  
Quality Management System  
DE-50500784 QM15

**I. QUOTATION FORM  
(RFQ No. 20-12-127)**

**LANDSCAPING OF THE REGIONAL OFFICE GROUND  
ABC: Php 800,000.00**

ITEM	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	Landscaping of Regional Office Grounds	lot	1		

1. Service provider/bidder with business address/shop located within the province of Benguet is preferred for easy coordination regarding the project and for technical assistance after completion of project.
2. Attached are the measurements of the area to be improved/landscaped.
3. All interested suppliers/bidders should submit their proposed landscape design **not later than 9am of December 21, 2020**. Thus, prospective Bidders should visit the regional office to see the area to be landscaped.
4. Low maintenance plants such as but not limited to the following are to be used: picara, miagus, pandakaki, eugenia, kopea, azalea, pokyante, horse tail, delisyosa, Bangkok rosas, Adelfa, Margaret Daisy, Bermuda Grass, Pandan Variegated, Yellow Iris, Maki, Battle Brush should be included. However, other kinds of plants that thrive in the area are also encouraged to be included.
5. Black soil and pebbles are expected to be used.

Respectfully returned to the Chairman of the BAC, DepED-CAR RO, with prices (inclusive of tax) herein quoted. All requirements/terms/conditions specified by that Office in this RFQ (Section I and Section II) are hereby accepted.

\_\_\_\_\_  
Name of Business and Signature of Supplier  
Contact No. \_\_\_\_\_



## **II. TERMS AND CONDITIONS** **(RFQ No. 20-12-127)**

### **A. Submission of Quotations**

The Requests for Quotation documents can be faxed or emailed to you upon request provided you provide your telefax number/email address. These may also be taken at the Administrative Division Office of the DepED-CAR Regional Office.

Quotations and any other requirement stated below, if submitted personally, should be received at the Administrative Division Office at DepED- CAR Regional Office, Wangal, La Trinidad, Benguet **Not later than 9am of December 21, 2020.** Quotations submitted by the supplier should be ***inclusive of tax.***

### **B. Requirements**

The supplier should:

1. Submit duly accomplished/signed ***Request for Quotation (RFQ) Documents (Section I and Section II)*** together with the copies of the following:
  - i. 2020 Mayor's Permit/Business Permit
  - ii. PhilGEPS Registration number**On or before 9am of December 21, 2020;**
  
2. Submit
  - i. Income/Business Tax Return
  - ii. Omnibus Sworn Statement**Prior to issuance of Notice of award.**



**(RFQ No. 20-12-127)**

**C. Award/Contract**

1. DepED-CAR RO shall award the Purchase Order/contract to the supplier with the best landscape design and whose offer is determined to be the lowest complying and responsive quotation/offer.

**D. Deliveries and Inspection**

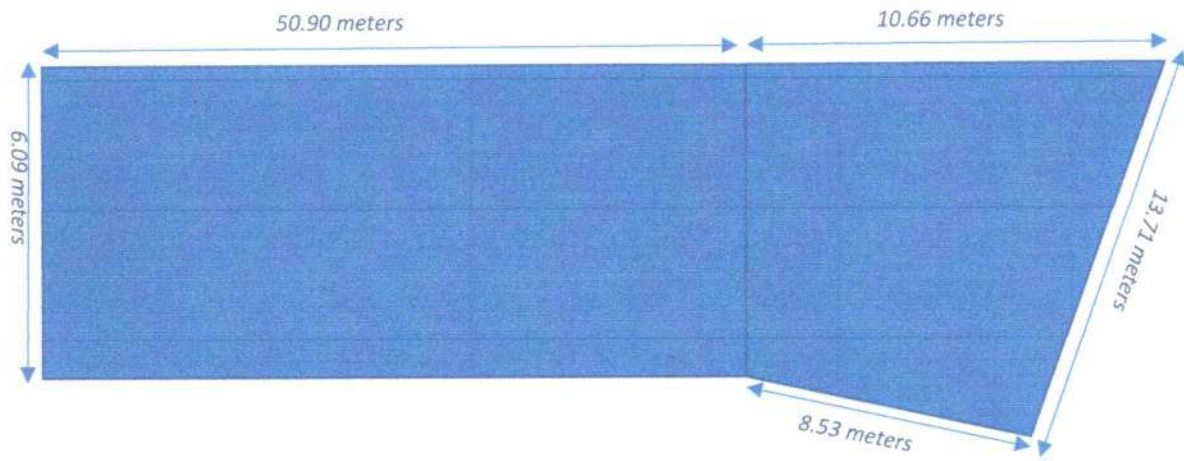
1. Completion/Duration of the project shall be **30 calendar days from receipt of the Notice to Proceed.**

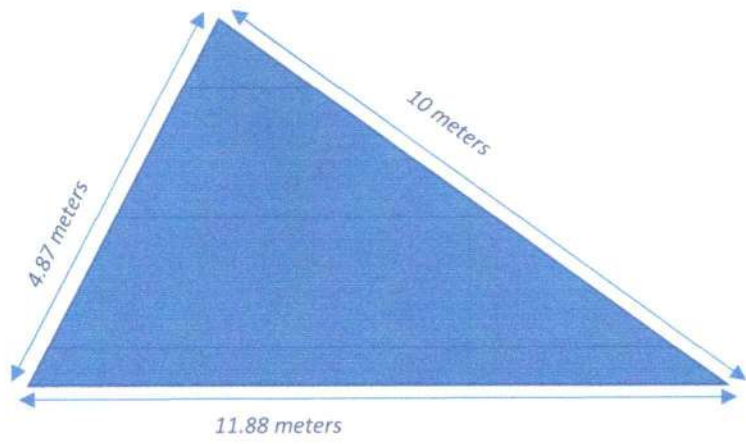
**E.** DepED-CAR RO reserves the right to accept or reject any quotation, to annul or cancel the process, and to reject all quotations at any time prior to the award of the Purchase Order, without thereby incurring any liability to the affected Supplier(s). It has no responsibility whatsoever to compensate the supplier for any expense incurred in the preparation of the quotation nor does it have any obligation to inform the affected Supplier(s) of the reasons of its decision.

I hereby concur/certify to comply with the above terms/conditions:

_____ Name of supplier	_____ Signature Over Printed Name of Representative	_____ Date
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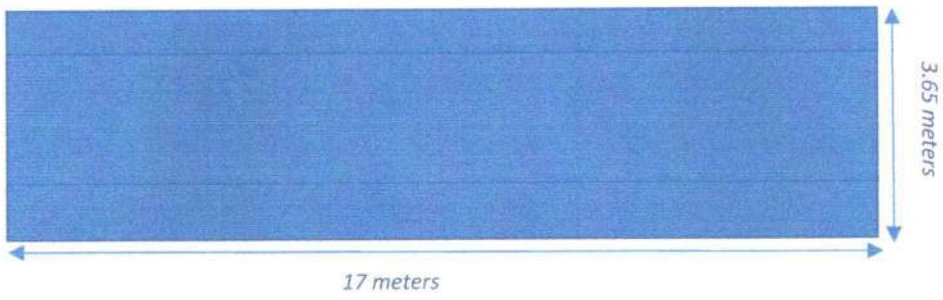








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