



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

REQUEST FOR QUOTATION

Procurement Project:	HAULING, TRANSPORTATION AND DELIVERY SERVICES FOR THE DELIVERY OF TEXTBOOKS TO ALL ELEMENTARY SCHOOLS IN BAGUIO CITY		
Quotation No.:	2026-10-137	Date:	10/2/2026
		Requesting Unit:	CID
PR Number:	2026-09-191	ABC (IN PHP):	371,096.00

Supplier:	Telephone No.:
Address:	e-mail Address:

Please quote your lowest price on the item/s listed, subject to the General Conditions below, stating the shortest time of delivery and **submit your quotation in a sealed envelope** duly signed by your representative not later than **07 OCTOBER 2026 05:00 PM.**
Interested bidders may also submit their bid proposal through the BAC Secretariat email address: secb073@gmail.com.

Failure to submit this form together with the required eligibility requirements on or before the due date aforstated will be a ground for disqualification.

SAMUEL T. EGSAEN JR. EdD, CESO VI
Chairperson, Bids and Awards Committee

REQUIREMENTS:

- Mayor's / Business permit
- PhilGEPS registration number or certificate
- Omnibus Sworn Statement if above 50,000.00
- Income/Business Tax Return 500,000.00 and above
- PLEASE write the UNIT PRICE and TOTAL PRICE

NOTE:

- *Submit RFQ together with the requirements.
- *All entries must be typewritten or legibly written.
- *Delivery period: **Within forty (40) days upon receipt of the Notice to Proceed.**
- *Price validity shall be for a period of 120 Calendar Days.

Item No.	Qty.	Unit	Item Description	UNIT PRICE (IN PHP)	TOTAL PRICE (IN PHP)
			Hauling, transportation and delivery services for the Delivery of Textbooks to all Elementary Schools in Baguio City		
1	8	BATCH	MANPOWER REQUIREMENTS: 1. The service provider shall deploy sufficient and competent personnel to ensure efficient sorting, packing, loading, transport, unloading and delivery of the learning resources. 2. The service provider shall be solely responsible for the salaries and all other obligations of its personnel. 3. The service provider shall ensure that sufficient manpower is maintained throughout the duration of the contract to complete all sorting and delivery activities. 4. The delivery of the Learning Resources shall be monitored by the LRMS Personnel who shall accompany the service provider's delivery team to verify completeness, condition and proper distribution of the learning resources to recipient schools.		

		DELIVERY REQUIREMENTS: 1. The service provider shall sort, package, transport and deliver the learning materials to the designated forty -five (45) public elementary schools in the Schools Division of Baguio City. 2. Learning Resources shall be sorted and packed per school based on the quantity and allocation provided by the LR Team. 3. The LRMS shall coordinate with the service provider regarding the schedule or date of delivery for the batch of Learning Resources to be delivered. 4. The service provider shall shoulder all costs related to sorting, packaging, loading, unloading, transportation, labor, insurance, permits, parking fees, and other incidental expenses. 5. The service provider shall provide sufficient manpower and delivery vehicles to ensure timely completion of all deliveries. 6. The service provider shall provide meals and refreshments to all personnel involved in the delivery, including the designated Learning Resource Personnel for monitoring and inspection. Such costs shall be included in the contract price.		
		Payment term: Payment shall be processed upon completion of each batch of service rendered by the winning service provider.		
				TOTAL

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Canvassed by: _____

TIN: _____
PHILGEPS Registration No: _____

Signature over Printed Name _____



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
Telephone No.: (074) 665-1231
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 DepEd Tayo Baguio City <https://depedpines.com>