

DATE : March 5, 2026
RFQ NO. : 2026-03-0031J
PR NO. : 2026-03-0030J
PHILGEPS REF NO. : _____

GENERAL CONDITIONS

1. All entries must be typewritten and/or written legibly;
2. **Bidders must submit certificate of PHILGEPS Registration ;**
3. Bidders must submit the following documentary requirements
 - a. **Business permits/ Mayor's permit**
4. Place this RFQ in a **sealed envelope** and type the following details on the face of the envelope:

Your Company Name
RFQ No.
PR No.
PHILGEPS Reference No.
5. Delivery Period must be made within **twenty (20) calendar days upon receipt of Purchase Order.**
6. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
7. Price validity shall be for a period of _____ days upon opening of the quotation;
8. **Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);**
9. **Transaction with Department of Education Region I shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment;**
10. Failure to comply with these conditions shall mean disqualification of your bid proposal.
11. For queries or clarifications, you can contact us via email: **procurement.region1@deped.gov.ph**

SUPPLIER/CONTRACTOR/CONSULTANTS CERTIFICATION

Date: _____

After having carefully read and accepted Your General Conditions, I/We quote you on the item/s at price/s noted above for immediate delivery and shipment which can be made in _____ days from receipt of the **Purchase Order**

Print Name & Signature of Authorized Representative

Company Tel./Fax/Mobile No.

Company Tax Identification No. (TIN)



Flores St., Catbangan, City of San Fernando, La Union
Telephone Nos.: (072) 607-8137/682-2324
DepEd Region I region1@deped.gov.ph
www.depedregion1.com

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