



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

REQUEST FOR QUOTATION (RFQ)

PROJECT NO: [DepEd-Aklan-SVP-010-2026](#)

February 14, 2026

Date

The **Department of Education Schools Division of Aklan (DepEd – SDO Aklan)**, through the Bids and Awards Committee (BAC), invites the suppliers to submit a quotation and to bid for the hereunder list of procurement:

Name of Project: **PROVISION OF INTERNET CONNECTIVITY IN DEPED DIVISION OFFICE IN NUMANCIA, AKLAN AND OLD DIVISION OFFICE IN KALIBO, AKLAN**

Funding Source: **Government of the Philippines (GoP) 2026**

Approved Budget Cost: **THREE HUNDRED FIFTY-NINE THOUSAND NINE HUNDRED EIGHTY-EIGHT PESOS (Php359,988.00)**

Mode of Procurement: **Section 34. Small Value Procurement (IRR of RA 12009)**

INSTRUCTIONS:

Note: Failure to follow these instructions will disqualify your entire quotation.

- 1) Accomplish this RFQ correctly and accurately.
- 2) Submit your quotation duly signed by your authorized representative to the BAC Secretariat, Department of Education, Schools Division of Aklan, Poblacion, Numancia, Aklan, not later than **February 18, 2026, at 12:00 PM**.
- 3) Do not alter the contents of this form in any way.
- 4) All technical specifications must be complied with. Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.
- 5) Bidders must submit the following:
 - **Mayor's/Business Permit**
 - **Certificate of PhilGEPS Registration/ PhilGEPS Registration Number**
 - **Income/Business Tax Return** (For ABC's higher than 500k)
 - **Omnibus Sworn Statement** (For ABC's higher than 50k) and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder. Template may access to this link: <https://home.depedaklan.online/ngpa-omnibus-sworn-statement-form/>

The Head of the Procuring Entity (HoPE) of the DepEd-SDO Aklan reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract in accordance with Section 70 of the IRR of RA No. 12009.

For further information, please refer to:

RICHARD D. RELATIVO
Secretariat
Bids and Awards Committee (BAC)
Department of Education, Schools Division of Aklan,
Poblacion, Numancia, Aklan,
Telephone No. (036) 265-3744 local 109
E-Mail: sdoaklan.bac@deped.gov.ph

RAMON D. PARAS, JR., EdD
Assistant Schools Division Superintendent
BAC Chairperson



Aklan West Road, Poblacion, Numancia, Aklan
Tel/Fax No. (036) 265 3744 | (036) 265 3737 | (036) 265 3738 | (036) 265 3740 | (036) 265 3741
Website: <http://www.depedaklan.online>
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Request for Quotation (RFQ) for the procurement project titled: PROVISION OF INTERNET CONNECTIVITY IN DEPED DIVISION OFFICE IN NUMANCIA, AKLAN AND OLD DIVISION OFFICE IN KALIBO, AKLAN

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. Price quotation/s must be valid for a period of FORTY-FIVE (45) calendar days from the deadline of submission.
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DepEd - SDO Aklan shall adopt and employ “draw lots” as the tie breaking method to finally determine the single winning provider in accordance with GPPB Circular 06 - 2005.
7. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Item/s delivered shall be inspected on the scheduled date and time of the DepEd - SDO Aklan. The delivery of the item/s shall be acknowledged upon the delivery to confirm the compliance with the technical specifications.
10. The method and conditions of payment to be made to the Supplier through the Government disbursement procedure within sixty (60) days from submission of documents under this Contract shall be as follows:
 - a) Partial or staggered payment on the partial or staggered delivery of the Goods procured
 - b) Full Payment upon completion of the project

Payment shall be made after delivery and upon the submission of the required supporting documents, i.e., Order Slip/Delivery Receipt/Charge Invoice/Charge Sales Invoice and/or Billing statement, by the supplier.

11. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DepEd - SDO Aklan may terminate the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
12. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under the Implementing Rules and Regulations of RA No. 12009.
13. The RFQ, Purchase Order (PO), and other related documents for the above-stated Procurement projects shall form part of the contract.

I. Schedule of Requirements

Item	Unit	Description	No. of Months	Total	Delivered, Weeks/ Months
1	Lot	DepEd Division Office in Numancia, Aklan: Fiber Internet Service: -500mbps -with 24/7 Technical Support	12 months	Php359,988.00	March 2026 – February 2027 (12 months)
		Old Division Office in Kalibo, Aklan: Shared Bandwidth: -up to 250mbps	12 months		



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		-with 24/7 Technical Support			
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II. Technical Specifications

Item	Specification	Statement of Compliance
		<i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i>
I. Scope of Works	DepEd Division Office in Numancia, Aklan: Fiber Internet Service: -500mbps -with 24/7 Technical Support	
	Old Division Office in Kalibo, Aklan: Shared Bandwidth: -up to 250mbps -with 24/7 Technical Support	
II. Contract Duration	12 Months (Must be delivered from the receipt of signed Purchase Order)	

III. Quotation Form

After having carefully read and accepted the terms and conditions, I/we submit our quotations for the item/s as follows. *Quotations that exceed the ABC per item will be disqualified.*

PROVISION OF INTERNET CONNECTIVITY IN DEPED DIVISION OFFICE IN NUMANCIA, AKLAN AND OLD DIVISION OFFICE IN KALIBO, AKLAN					
Qty	Unit	Description	No. of Months	Unit Price	Total Price
1	Lot	DepEd Division Office in Numancia, Aklan: Fiber Internet Service: -500mbps -with 24/7 Technical Support	12 months		
		Old Division Office in Kalibo, Aklan: Shared Bandwidth: -up to 250mbps -with 24/7 Technical Support	12 months		
Total Amount (Php):					
Total Amount in Words:					

Suppliers Business Name: _____
 PhilGEPS Reg. No. *(required)* _____ **RED**
 Address: _____
 TIN: _____
 Contact Number: _____
 Email Address: _____

VAT Non-VAT VAT Exempt

Supplier's Signature Over Printed Name

