



Republic of the Philippines
 Department of Education
SCHOOLS DIVISION OF AKLAN
 Poblacion, Numancia, Aklan



Request for Quotation

Date: _____
 Quotation No. _____
 Mode of Proc. Small Value Proc. (SVP)

To all Eligible Suppliers:

- I.** Please quote your lowest price inclusive of VAT on the items listed below, subject to the Terms and Conditions of this RFQ, and submit or send your sealed quotation(s) duly signed by your representative in an envelope. Write the Quotation No. in front of your envelope, and submit or send to the Bids and Awards Committee (BAC) at the Department of Education – Schools Division Office of Aklan, Poblacion, Numancia, Aklan. Quotation that exceeds the Approved Budget for the Contract (ABC) shall be rejected. The BAC, upon receipt of at least one (1) quotation within three (3) calendar days from the posting of RFQ, shall proceed with the opening of quotation. For more information, please call the BAC Secretariat with Telephone No. 265-3744, Trunkline 108.

RAMON D. PARAS JR. EdD
BAC Chairperson

ITEM DESCRIPTION	Statement of Compliance (State "Comply" or "Not Comply")	Unit Price	Total Bid Price
Consulting Services for the Sub-Surface Exploration (Soil Test) of the Proposed Multi Storey Buildings for 4 Schools in the Division of Aklan as per <u>Technical Specifications</u> . Note: <ul style="list-style-type: none"> Please see Technical Specifications in Annex A on page four (4) hereof. You may request a copy of the location map from the Education Facilities Unit located in the New Division Office, Department of Education, Division of Aklan 			
Approved Budget for the Contract (ABC) =PhP600,000.00			

This is to submit our price quotations as indicated above subject to the terms and conditions of this RFQ.

Consultant Business Name:		TIN No.:	
Address:			
Telephone No.:		Fax No.:	
		e-mail:	
Consultant Authorized Representative's Signature over Printed Name:		Date:	

II. Terms and Conditions

A. Submission of Requirements

1. Quotations and other requirements stated below shall be submitted or sent to the Bids and Awards Committee (BAC) at Department of Education – Schools Division Office of Aklan, Poblacion, Numancia, Aklan. Consultant shall submit or send the following requirements:
 - a. Duly signed Request for Quotation. Prices shall be quoted in Philippine Peso. Statement of Compliance must be accomplished by bidder.
2. For submission with the price quotation(s) or upon receipt of notification from the Procuring Entity:
 - 1) Professional License / Curriculum Vitae;
 - 2) PhilGEPS Registration Number
 - 3 Mayor's/Business Permit
 - 4) Income/Business Tax Return
 - 5) Omnibus Sworn Statement

Bidder's failure to submit such document(s) within the prescribed period from receipt of notification shall be ground for disqualification. A telephone call or fax transmission/ e-mail shall constitute an official notification.

B. Award

The consultant who submitted the highest rated and responsive proposal shall be awarded the Contract after evaluation by the BAC.

C. Delivery

1. Work must commence within seven (7) calendar days from execution of the Contract by the Procuring Entity and the Consultant.
2. Deliverables and services shall be delivered to the Department of Education – Schools Division Office of Aklan, Poblacion, Numancia, Aklan, hereto defined as Project Site, costs to the account of Consultant. Risk and title shall pass from the Consultant to the purchaser upon receipt and final acceptance of the Goods/Services at Project Site.
3. Upon delivery of the deliverables to and completion of the services at the Project Sites, the Contractor shall notify the Purchaser and present the following documents to the Purchaser:
 - i. Original and 4 copies of the Consultant's Invoice showing the result of the Sub-Surface Exploration (Soil Test) for the Proposed Multi Storey Buildings for 4 Schools in the Division of Aklan as per **Technical Specifications**.
 - ii. Original Statement of Accounts
 - iii. Site Development Plan of Existing Buildings, Topography and Land Boundary with Contour
 - iv. Approved Contract

For the purpose of these conditions, Purchaser's representative at the Project Site is Engr. MELJAN I. TORRES, DIVISION ENGINEER of Education FACILITIES UNIT.

D. Evaluation of Quotations

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

1. Completeness of Submission
2. Compliance with the Procuring Entity's Technical Specifications/Scope of Works (Annex A)
3. Price
4. Pass Procuring Entity's assessment of the technical, legal, and financial capability and experience of the bidder in the same or similar business.

E. Instructions

1. Consultant shall be responsible for the source(s) of its Services/Goods/equipment, and shall make the deliveries in accordance with the schedule, and specifications of the award or contract. Failure of the consultant to comply with this provision shall be ground for cancellation of the award or contract issued to the consultant.

2. *Consultant shall pick-up the contract 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 Consultant. Thereafter, if the contract remains unclaimed, the contract may be cancelled. To avoid delay in the delivery of the requesting agency's requirements, all defaulting consultants shall be precluded from proposing or submitting substitute quotation(s) or item(s); however, substitute item(s) with higher specifications may be allowed.*
3. *Consultant who accepted a contract but failed without justifiable cause to deliver the required Services/Goods within the time called for in the 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 Revised IRR against the consultant.*
4. *Rejected deliveries or services shall be construed as non-delivery, and shall be replaced by the consultant subject to liquidated damages for delayed deliveries.*
5. *All duties, excise, and other taxes, and revenue charges shall be paid by the consultant.*
6. *All transaction 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.*

F. Inspection

1. *All services done by Consultant shall be subject to inspection and acceptance by the end-user. All costs of the necessary tests undertaken or caused to be undertaken by DepEd on the Services shall be to the account of consultant. In case Services offered failed to comply with the technical specifications, the consultant shall replace the Services, otherwise, the Procuring Entity may cancel the Contract.*
2. *For the purpose of this condition, Purchaser's representative at Project Sites is Engr. MELJAN I. TORRES, DIVISION ENGINEER of Education FACILITIES UNIT.*

G. Liquidated Damages

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

H. Liabilities of the Consultant

The Consultant shall be held responsible for failure of work due to faulty design. Review made by DepEd shall not release the Consultant from responsibility, except when substantial changes have been made without conformity of the Consultant.

I. Payment

*One hundred percent (100%) of the Contract Price shall be paid to the contractor after acceptance of the Services at Project Site and submission of the documents provided under **C. Delivery***

J. Reservation Clause

DepEd reserves the right to reject any and all quotations, not award the purchase order 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 quotation(s) 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 Contract shall be accepted by me/us at any time before expiration of this period.

TECHNICAL REQUIREMENTS FOR THE CONDUCT OF SOIL EXPLORATION TEST

I. General

a. Standards

The ground investigation works shall be carried out in accordance with the latest edition of the American Society of Testing and Materials (ASTM) Standards, Section 4 (Construction), Volume 04.08 Soil and Rock; Dimension Stone; Geosynthetics.

All items in the ASTM Standards apply wherever practicable. The use of standards other than specified in this document shall not be permitted without the written consent of the EFD.

Other standards proposed to be used shall be submitted for the EFD approval prior to commencement of work. The standards should show in detail the methodology for conducting specific test or work items.

b. Description of rock and soil

Rock and soil shall be described in the following order: strength or consistency, colour, structure, rock or soil type and origin.

II. Borehole

- Minimum number of boreholes shall be 3.
- The minimum depth of borehole shall be 15m (or the width of the proposed structure if it is greater than 15m) but shall be extended until adequate penetration to suitable soil materials (refusal) is attained.
- The borehole shall be located such that one (1) borehole is located at the center of the lot and the other two shall be placed on opposite corners (diagonally) of the lot.
- All boreholes shall be located within the footprint of the proposed structure.

III. Site Investigation & Field Measurements

1. Equipment sizes: diameter, length and depth shall be reported with measured accuracy to the nearest 1.0mm.
2. Level of water encountered during the boring shall be reported with measured accuracy to the nearest 0.01m.
3. Spot levels and coordinates at measured accuracy to the nearest 0.05m.

IV. Minimum Required Laboratory Test

Item Description Standards:

1. Determination of moisture content (ASTM D 2216-92);
2. Determination of liquid and plastic limits (ASTM D 4318-84);
3. Determination of specific gravity of soils (ASTM D 4254-91);
4. Determination of particle size distribution by wet sieving (ASTM D 422-63);
5. Determination of particle size distribution of fine grained soils by pipette/hydrometer method (ASTM D 422-63);
6. Determination of total sulphate content (ASTM Standards);
7. Determination of pH value of soil (ASTM Standards);
8. Determination of pH value of water (ASTM Standards);
9. Determination of soil organic content (ASTM Standards);
10. Consolidation test (ASTM D 2435-04);
11. Triaxial compression test (unconsolidated-undrained) (ASTM

- Standards);
12. Uniaxial compression test of rock core sample.
 Shall be based on "Suggested Methods for Determining the Uniaxial Compressive Strength and Deformability of Rock Materials" Int. J. Rock Mech. Min. Sci. & Geomech. Abstr 16, no. 2, p135-140 (1979), or the equivalent ASTM Standard;
 13. Point Load Test.
 Shall be in accordance with ISRM "Suggested method for determining point load strength" (1985).

V. Site Inspection

Inspection of the actual proposed site is mandatory to better determine the appropriateness of the recommendation (e.g. foundation type, soil improvement, etc.)

VI. Minimum Content of the Ground Investigation Report

The report shall provide the following information:

- I. Results of Field and Laboratory tests;
 - a. SPT results on number of blows with relative consistencies
 - b. Location of the ground water table
 - c. Soil Profiling based on soil samples taken at every 5 feet depth
 - d. Moisture contents of soils
 - e. Unit weights of soil samples
 - f. Soil classification based on USCS
 - g. Unconfined compressive strength of cohesive soil
 - h. Sieve Analysis results
 - i. Boring Logs
 - j. Pictures of soil samples taken and actual boring tests
- II. Computations of the Ultimate and Allowable soil bearing pressures at every 1.5m (5 feet) depth
- III. Evaluation and Recommendations of the type of foundations
- IV. *Site Development Plan of Existing Buildings, Topography and Land Boundary with Contour*

Note: Draft report shall be submitted to EFU for review prior to finalization of the report.

- Total Estimated Budget: **Php 600,000.00**
- Contract Duration: **60CD**

Statement of Compliance (State "Comply" or "Not Comply")

Consultant shall state Comply or not Comply _____

Consultant Authorized Representative's

Signature over Printed Name: _____