



REQUEST FOR QUOTATION

Supply and Delivery of Supplies and Materials for the ASTEER and Extension Office at MinSU Main Campus

PR No.: PR24-0182

RFQ No. 2024-103

ABC Amount: Php100,000.00

Company Name : _____

Address : _____

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the address stated in the last page.

NEMESIO H. DAVALOS, Ph.D.

BAC Chairperson

- Note:
1. All entries must be typewritten.
 2. Delivery Period within ___calendar days.
 3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.
 4. Price validity shall be a period of 30 calendar days.
 5. G-EPIS Registration Certificate shall be attached upon submission of the Quotation.
 6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).
 7. Mode of delivery: [] Pick-up (Schedule) [] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
Lot 1- Pantry Supplies					
1	dozen	Fork and Spoon	1		
2	set	laddle, HD, 4 pcs	1		
3	dozen	Ceramic plate , 10"	2		
4	pcs	Serving Plate , ceramic 12"	3		
5	pcs	Serving bowl, ceramic 9"	6		
6	set	Drinking Glasses, 6 pcs	4		
7	set	Mug set , 6 pcs, 7cm	4		
8	set	Bowl set, 6pcs	4		
9	pcs	Pitcher, 2L	2		
10	set	Knife Set	1		
11	unit	plastic Dish Organizer (H,60cm, W:33cm L: 51cm	1		
12	pcs	Chopping Board, HD, 30x42x2cm, plastic	1		
13	unit	Gas Stove Stand, HD	1		
14	unit	Gas Stove Double Burner, HD w/ regulator	1		
15	set	Iron Wok with Lid & spoon , 36cm	1		
16	set	stainless Cookware set glass lid (6pcs) HD	1		
17	pcs	Cauldron, 25cm	1		
18	pcs	Cauldron, 34cm	1		
19	unit	Rice Cooker, 2.8L	1		
20	set	Food Container/ Lunch Boxes	1		
Lot 2-Construction Materials					
1	m	HDPE Piep 1/2 , SDR 11	50		
2	pcs	GI coupling 1/2", HD	10		
3	pcs	GI Elbow 1/2", HD	10		
4	pcs	GI Tee 1/2", HD	10		
5	pcs	GI Cap 1/2", HD	5		
6	pcs	GI Union 1/2", HD	5		
Lot 3- Other Supplies					
1	gal	Bleach	5		

MSU-BAC-FR-05.01



- g. TAX Clearance
- h. DTI Registration/SEC Certificate
- i. Original Brochures or certificates of the items offered showing its performance characteristics or specifications, if applicable

Price validity shall be 30 calendar days from the deadline of submission of quotation.

Ocular Inspection

Upon the decision of the End-User and BAC, the supplier and its concerned premises may be subjected to ocular inspection and approval by the End-User and/or TWG Inspections of the BAC prior to the award.

Award

The supplier that submitted the lowest calculated responsive quotation, and passed the inspection conducted by the End-User and BAC prior to the event, if any, shall be awarded the contract.

Evaluation of Quotations

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

1. Completeness of Submission
2. Compliance with Item & Description Requirements
3. Price

Instructions

1. Supplier shall be responsible for the source(s) of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or contract. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
2. Supplier that accepted an award, purchase order, or contract but failed to deliver the required goods/services/equipment within the time called for in the award, purchase order, or contract shall be disqualified from participating in MinSU or any of MinSU campuses future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its IRR-A against the supplier.
3. All duties, excise, and other taxes and revenue charges shall be paid by the supplier.
4. All transactions are subject to withholding of credible Government Taxes per revenue regulation(s) of the Bureau of Internal Revenue

Liquidation Damages

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

Warranty

Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.

Payment

Payment shall be made only upon a certification by the Head of the Procuring Entity to the effect that the GOODS have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted.