



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8683080
Procuring Entity NORTHWEST SAMAR STATE UNIVERSITY
Title Supply and Delivery of Diploma Jacket and Official Transcript of Records Forms (2022-05-177)
Area of Delivery Samar

Solicitation Number:	2022-05-177	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods - General Support Services	Document Request List	0
Category:	Printing Services	Date Published	20/05/2022
Approved Budget for the Contract:	PHP 137,000.00	Last Updated / Time	20/05/2022 00:00 AM
Delivery Period:	7 Day/s	Closing Date / Time	23/05/2022 09:00 AM
Client Agency:			
Contact Person:	Jhenrose Savellino Billate Procurement Staff Rueda Extension Calbayog City Samar Philippines 6710 63-55-2093122 63-55-2093122 procurement@nwssu.edu.ph		

Description

PROCUREMENT OFFICE
 Email: procurement@nwssu.edu.ph
 Contact Number: 09173178126

REQUEST FOR PRICE QUOTATION
 RFQ No. 2022-05-177
 May 20, 2022

SIR/MADAM:

Please quote your lowest price for the following items enumerated below, taking into consideration the following:
 TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) is P 137,000.00 under PR No. 2022-05-177
- Submit your quotation in a sealed envelop on or before May 23, 2022 @ 9:00 AM.
- Opening of RFQs is on May 23, 2022 @ 10:00 AM in our office.
- This procurement is PER ITEM, however, if stated in LOT, quotation shall be evaluated by lot. Any price offer that exceeds the ABC shall be disqualified.
- Price Quotation should be inclusive of the 5% Final VAT and Expanded Withholding Tax (EWT) of 1%.
- Price Quotation shall be valid within thirty (30) calendar days from the deadline of the RFQ.
- Delivery Period is within 7 calendar days and shall commence as stated in the Purchase Order. Free on site delivery.
- If awarded the contract, processing and payment shall be made after the complete delivery of services/Supplies and final acceptance.
- Refusal to accept an award maybe ground for Imposition of administrative sanctions under Rule XXII of the revised IRR of RA 9184. Please observe the Revised IRR of RA 9184.
- FOB-NORTHWEST SAMAR STATE UNIVERSITY-Main located at Rueda St, Calbayog City, Samar.
- The procuring entity may terminate the contract, in whole or in part, at anytime for unsatisfactory service.
- Request for quotation should be returned within 4 days from receipt hereof.

Item No. Qty. Unit Articles/Description Supplier's Offer (Complete Specifications and Brand Name Unit Price

- 2750 sheets Official Transcript of Records forms, 8.5x14" green checkered linen board with security feature and 5" dia. Nwssu logo (watermark) at the center (per sample)
- 1300 pcs. Diploma Jacket, green cover with school logo (per sample) Material: Papeboard #20 covered with C2S - 120 lbs glossy

Date
 (Sgd.) RAMIL S. CATAMORA, Ed.D.

RAC Chairperson

I have read and understood the Terms and Conditions stated above.

By signing this quote, I hereby agree and bind myself to the Terms and Conditions.

Signature Over Printed Name:

Position in Firm:

Business Address:

Contact No.:

Canvassed by:

(Signature Over Printed Name)

Other Information

Please submit the following documentary requirements:

- Business/Mayor's Permit
- PhilGEPS Registration No./Certificate
- Omnibus Sworn Statement

Created by Jhenrose Savellino Billate

Date Created 19/05/2022

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Republic of the Philippines

NORTHWEST SAMAR STATE UNIVERSITY

Calbayog City, Samar 6710

Tel. No.: (055) 2093658

E-mail Address: registrar@nwssu.edu.ph

Website: <http://www.nwssu.edu.ph>

(Former: Tiburcio Tananco Memorial Institute of Science & Technology)

OFFICE OF THE REGISTRAR

OFFICIAL TRANSCRIPT OF RECORDS



SAMPLE PICTURE OF DIPLOMA JACKET

