



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number: 8678871
Procuring Entity: NORTHWEST SAMAR STATE UNIVERSITY
Title: Supply and Delivery of Office Supplies and Materials for Graduation 2022 (2022-05-189)
Area of Delivery: Samar

Solicitation Number:	2022-05-189	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Supplies and Devices	Date Published	19/05/2022
Approved Budget for the Contract:	PHP 60,010.00	Last Updated / Time	19/05/2022 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. 2022-05-189
 May 19, 2022

SIR/MADAM:

Please quote your lowest price for the following items enumerated below, taking into consideration the following:
TERMS AND CONDITIONS
 1. The Approved Budget for the Contract (ABC) is P 60,010.00 under PR No. 2022-05-189
 2. Submit your quotation in a sealed envelop on or before May 23, 2022 @ 9:00 AM.
 3. Opening of RFQs is on May 23, 2022 @ 10:00 AM in our office.
 4. 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.
 5. Price Quotation should be inclusive of the 5% Final VAT and Expanded Withholding Tax (EWT) of 1%.
 6. Price Quotation shall be valid within thirty (30) calendar days from the deadline of the RFQ.
 7. Delivery Period is within 7 calendar days and shall commence as stated in the Purchase Order. Free on site delivery.
 8. If awarded the contract, processing and payment shall be made after the complete delivery of services/Supplies and final acceptance.
 9. 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.
 10. FOB-NORTHWEST SAMAR STATE UNIVERSITY-Main located at Rueda St, Calbayog City, Samar.
 11. The procuring entity may terminate the contract, in whole or in part, at anytime for unsatisfactory service.
 12. Request for quotation should be returned within 5 days from receipt hereof.

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

1. 100 pc Vellum Paper, Off-white
2. 2 gal Alcohol, 70% Isoprophyl, 1 gal
3. 50 pc Social Distancing Floor Markings
4. 100 pc Arrow Floor Markings
5. 20 pc Crowd Control Stanchion, 1.5m
6. 2 set Disinfecting Mat with Rubber Tray Foot Bath (Black)
7. 2 pc Absorbent Non-Slip Rug
8. 4 pc Portable Folding Bed
9. 10 box Pins
10. 6 pcs Scissors
11. 11 pack Garbage Bags (large)
12. 6 dozen Detergent Powder
13. 100 roll Ribbon, size: 1", assorted colors, 50 meters/roll
14. 70 pack Linen Board, white, legal size
15. 6 pack Specialty Paper, A4

Date

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

BAC 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:

1. Business/Mayor's Permit
2. PhilGEPS Registration No./Certificate

Created by Jhenrose Savellino Billate

Date Created 18/05/2022

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PROCUREMENT OFFICE

Email: procurement@nwssu.edu.ph

Contact Number: **09173178126**

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3	50	pc	Social Distancing Floor Markings		
4	100	pc	Arrow Floor Markings		
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6	2	set	Disinfecting Mat with Rubber Tray Foot Bath (Black)		
7	2	pc	Absorbent Non-Slip Rug		
8	4	pc	Portable Folding Bed		
9	10	box	Pins		
10	6	pcs	Scissors		
11	11	pack	Garbage Bags (large)		
12	6	dozen	Detergent Powder		
13	100	roll	Ribbon, size: 1", assorted colors, 50 meters/roll		
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RAMIL S. CATAMORA, Ed.D.
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Business Address: _____
Contact No.: _____

Canvassed by:

(Signature Over Printed Name)