

REQUEST FOR QUOTATIONS

Project Title:	Provision of Labor and Materials for th 2025, BU Blue Feather-Society on Jun University, Sitio Olag, Legazpi City	e production of sasl e 16, 2025 at Bulwa	n to be used for the Investiture Ceremony gang Bueño, Student Union Center, Bicol			
ABC:	PhP 75,000.00	Fund Source:	F-05			
Mode of	Negotiated Procurement under Small		One lot			
Procurement	Value Procurement (Section 53.9)					
Implementing	OSAS / JAZZLYN T. IMPERIAL	Delivery Period/s:	Three (3) cd upon receipt of NTP			
Office/ End-user/s:	100 at 0 000 at 100 at	Control of the Contro	(-)			
Required	Mayor's Permit	Tax Clearance (Per RR017-2024 EO398				
Document/s:	PhilGEPS Registration Number Series 2005, Updated)					
	☐ Income&Business Tax Return	If Representative, Please attach SPA (Special				
			er of Attorney) or Authorization Letter			
	- Similar Sworm Statement		the owner			
Price Validity: 45	calendar days					

Sir/Madam:

FRANCISCO SERRANO
UBAC Secretariat for Goods & Services

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item Qty/ UOM	Description	Compliance to Specifications		Remarks	
			NO		
1 1-lot		To Provide Labor and Materials for the production of sash to be used for the Investiture Ceremony 2025, BU Blue Feather-Society on June 16, 2025 at Bulwagang Bueño, Student Union Center, Bicol University, Sitio Olag, Legazpi City			
	Specs: Weave Cloth Pinya Fiber Color: Skyblue with White Lines/Border both Sides Hand Woven One size only (L-72 inch and w-4.5 inch) Individually packed in plastic				
		Please see attached sample of sash (150 pcs) Winning bidder to coordinate with the end user for other details/instruction Dylan Zinead Xiv B. Tanji (BFS) 09453413010			
		TOTAL BID PRICE:			

Printed Name / Signature / T.I.N

Contact numbers/e-mail address



Mobile No. 09171874046 Telefax: (052) 830-4310 university-bac@bicol-u.edu.ph

TERMS & CONDITIONS

1. All entries must be typewritten or in BLOCK LETTERS;

2. Bidders shall provide correct and accurate information required in this form.

3. The following shall be observed in accomplishing the Quotation/Proposal form Compliance **Unit Price** ABC Offer Total Description Item Qty to MOU Specification YES NO **TOTAL BID PRICE:**

1. Check if compliant with the specifications or not;

- 2. State the Brand/Model offered and /or alternate offer if checked "NO" in the compliance;
- 3. State the Unit Price in accordance with the UOM;
- 4. State the TOTAL Bid Price for all Items with Bid
- 4. Detailed literature or brochure of the offer, as may be applicable, shall be submitted to support statement of compliance of the technical specifications;
- 5. Price quotation/s must be valid for a period of 45 calendar days from the submission date.
- 6. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable, and quotations exceeding the Approved Budget for the Contract shall be rejected.
- Cash on Delivery (C.O.D.) as payment term is not allowed per agency Accounting Policy.
- 8. Payment Term and/or Delivery Term indicated shall be understood to be in adherence with the standard Government Terms and/or conditions stipulated in these forms;
- 9. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein;
- 10. Proposal/Quotation forms issued by the designated canvasser or those acquired electronically, either downloaded from the BU website or the PhilGEPS or requested thru e-mail, shall bear original signature over printed name of the authorized representative of the bidder;
- 11. Submission of proposal/quotation forms through e-mail shall be allowed, specifically for suppliers outside the Province of Albay, provided that the originally signed forms shall be transmitted to BAC Secretariat through courier; non-receipt of which shall automatically disqualify the bids;
- 12. 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;
- Proposals and documents shall be submitted on the following address:

The BAC Chairperson

2/F A.P. Bonto Bldg., Bicol University Main Campus, Rizal St., Legazpi City

(052) 742-5922

- 14. The Bicol University-BAC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical requirements.
- Implementation of the project shall be in accordance with the provisions of the Revised Rules and Regulations of R.A. 9184. 16. In case of two bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive
- Quotation, The Bicol University 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.
- 17. Payment shall be made after delivery and upon the submission of the required supporting documents i.e Order Slip and/or Billing statement, by the supplier, contractor or consultant.
- 18. The item/s shall be delivered according to the accepted offer of the bidder.
- 19. Item/s deliver shall be inspected on the scheduled date and time of the Bicol University. The delivery of the item/s shall be

acknowledge upon the delivery to confirm the compliance with the technical specification.

20.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 Bicol University may terminate the contract one the cumulative amt. of liquidated reaches ten percent (10%) of the amt. of the contract, w/out prejudice to other to other courses of action and remedies open to it.

21. The Procuring Entity may cancel or terminate the Contract at any time on accordance with the grounds provided under RA No.

9184 and its 2016 revised IRR.

