



## BIDS AND AWARDS COMMITTEE

Bicol University  
Daraga Campus, BAC Office  
Jose Alberto Bldg, BUCSSP, Sagpon, Daraga Albay  
[bu-daragabac@bicol-u.edu.ph](mailto:bu-daragabac@bicol-u.edu.ph)

### REQUEST FOR QUOTATIONS

Reference No. CBEM-2025-038

Project Title:	Labor and materials for printing of Jerseys and uniforms for the 56 <sup>th</sup> BU Olympics on October 20-24, 2025		
ABC:	Php179,900.00	Fund Source:	F05
Mode of Procurement	Negotiated Procurement-SVP	Mode of Evaluation	By lot
Implementing Office/ End-user/s:	Sports Coord/Prof. Gemma A. Sarte	Delivery Period/s:	7 cd after the receipt of L.O
Required Document/s:	<div><input checked="" type="checkbox"/> Mayor's Permit</div> <div><input checked="" type="checkbox"/> PhilGEPS Registration Number</div> <div><input checked="" type="checkbox"/> Tax Clearance Certificate</div> <div><input type="checkbox"/> Income &amp; Business Tax Return</div> <div><input checked="" type="checkbox"/> Omnibus Sworn Statement</div> <div><input type="checkbox"/> PCAB License</div>		

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions provided at the last portion, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than CST 06 2025, 9:00AM sealed in an envelope. Failure to submit with this form the above listed eligibility requirements with a check (✓) shall automatically disqualify the bids.

SIPRONIO B. BELARDO  
BAC CHAIRMAN

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

Item No.	Qty/UOM	Description	Compliance to Specifications		Unit Price	Total
			YES	NO		
		Labor and materials for printing of Jerseys and uniforms for the 56 <sup>th</sup> BU Olympics on October 20-24, 2025				
1		<b>Jerseys for the Athletes</b>				
	20 pc	T-Shirts				
	84 set	T-Shirts w/ shorts				
	94 set	NBA cut and shorts				
		Printing Mode: Sublimation				
2		<b>Uniform for the Assistant Coaches, Working Committees, Coordinators, Teaching and Non-Teaching Staff and Maneuvers</b>				
	138 pc	T-Shirts				
		Printing Mode: Sublimation				



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		<b>Please see the attached for the design and sizes</b>				
Delivery Compliance:	7 cd after the receipt of L.O		<b>TOTAL BID PRICE:</b>			
Payment Term:			Price Validity			

\_\_\_\_\_  
Printed Name / Signature / T.I.N.#

Served by: \_\_\_\_\_

\_\_\_\_\_  
Contact numbers/e-mail address

## 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 canvass forms:

Contract Reference Number	Unit	Qty	Description	Unit Price	Compliance to Technical Specifications	Offer
GDS-2016-000						
<i>PURCHASE of _____, detailed as follows:</i>						
10,000.00	unit	1	Executive table			

ABC

①

The unit cost of the item offered shall be indicated.

②

The bidder shall state "**COMPLY**" or "**NOT COMPLY**" for the specification provided.

③

The offered brand/model shall be indicated; if stated not comply in column 2 the offered/alternate specifications shall be indicated.

4. Detailed literature or brochure shall be submitted to support statement of compliance for supplies/materials/equipment;
5. Price quotation/s must be valid for a period of *Forty Five (45) calendar days* from the date of submission.
6. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
7. Quotations exceeding the Approved Budget for the Contract shall be rejected.
8. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
9. The quotation shall be properly signed with printed name of the authorized representatives;
10. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
11. The following eligibility requirements shall be submitted with the quotations:
  - Philippine Government Electronic Procurement System (PhilGEPS) Certificate of Registration;
  - Valid and current Mayor's permit/municipal license;
  - Income/business Tax Return covering the six (6) months;
  - Tax Clearance.
12. Omnibus Sworn Statement shall be submitted only by the Lowest/Single Calculated and Responsive Bidder;
13. Quotations and documents shall be submitted on any of the following address:
 

The BAC Chairperson  
Bicol University-CSSP Jose Alberto Bldg., Daraga Campus, Daraga Albay

or

email us at: [bu-daragabac@bicol-u.edu.ph](mailto:bu-daragabac@bicol-u.edu.ph)
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.
15. Implementation of the project shall be in accordance with the provisions of the Revised Rules and Regulations of R.A. 9184.





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**BICOL UNIVERSITY**  
College of Business, Economics, and Management



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