	MARIANO MARCOS STATE UNIVERSITY Procurement Division	Document Code	PD-FRM-002	
	Request for Quotation (RFQ) (Goods and Services)	Revision No.	4	Page 1 of 3
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### REQUEST FOR QUOTATION (RFQ)

Date: March 27, 2022  
PR No. 2022-03-041 (101)

Sir/Madam:

Please quote your lowest price on the item/s listed below, and submit your quotation duly signed by you or your duly authorized representative not later than **3 days** subject to the Terms and Conditions provided at the last page of this RFQ.


Delivery period must be at least within 30 days upon receipt of the Notice to Proceed or Purchase Order.

For any clarification, you may email us at bac@mmsu.edu.ph.

  
**NATHANIEL R. ALIBUYOG**  
BAC Chair

ITEM	QTY	Unit	ITEM DESCRIPTION	ABC/unit	UNIT PRICE
1	120	pcs	Bath Towel, white, cotton, 70cmx140cm	200.00	
2	60	pcs	Blanket ,Flannel, white/cream, standard size	250.00	
3	150	pcs	Fitted Sheet, white for single bed, 90 cm	160.00	
4	150	pcs	Linen, white, flat sheet, 72"x94"	350.00	
5	120	pcs	Magic Pillow, micro fiber, white, 18"-20"x28"	375.00	
6	200	pcs	Pillow Case, white, soft fabric, cotton, 20 x 30"	60.00	
7	200	pcs	Pillow Case with overlap Zipper, white, soft fabric, cotton, 20" x 30"	60.00	
8	18	sets	Hotel Duvet Set for Single Matress (4 in 1); •Hotel Flat Sheet 180 x 285cm. •Hotel Fitted Sheet 95 x 190 x 32cm. •Hotel Pillow case 48 x 73cm or 51 x 75cm. •Hotel Duvet Cover with Filler 140 x 210cm.	1,600.00	
9	36	sets	Hotel Duvet Set for Single Matress (4 in 1); •Hotel Flat Sheet 180 x 285cm. •Hotel Fitted Sheet 95 x 190 x 32cm. •Hotel Pillow case 48 x 73cm or 51 x 75cm. •Hotel Duvet Cover 140 x 210cm.	1,000.00	

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10	10	sets	Hotel Duvet Set for Double Matress (5 in 1); •Hotel Flat Sheet 230 x 285cm. •Hotel Fitted Sheet 140 x 190 x 32cm. •Hotel Pillow case 48 x 73cm or 51 x 75cm. •Hotel Duvet Cover with Filler ,180 x 210cm.	1,900.00	
11	20	sets	Hotel Duvet Set for Double Matress (4 in 1); •Hotel Flat Sheet 230 x 285cm. •Hotel Fitted Sheet 140 x 190 x 32cm. •Hotel Pillow case 48 x 73cm or 51 x 75cm. •Hotel Duvet Cover 180 x 210cm.	1,200.00	
12	60	pcs	Doormat, Anti-slip, Micro Fiber, 60cmx40cm,brown/beige color	130.00	
13	18	pcs	Waterproof Fabric Shower Curtain Striped Machine Washable hotel Quality Bathroom Toilet Polyester Premium Fabric,100% Polyester, Eco-friendly, Pvc Free; Size : 72"x68" (WxH); Color:white or beige	250.00	
14	36	pcs	Throw Pillows, 12" x 12" or 14"x 14" magic plain white pillow , microfiber cotton inside,washable,hypoallergenic	100.00	

**TOTAL ESTIMATED BUDGET: Php 308,200.00**

**REMARKS/NOTE:** \_\_\_\_\_

After having carefully read and accepted your Terms and Conditions, I/we submit our quotation/s on the item/s at prices indicated above.

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Printed Name of the Owner: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration Number: \_\_\_\_\_

Business Permit: \_\_\_\_\_

Omnibus Sworn Statement: \_\_\_\_\_


Annual Income Tax Return: \_\_\_\_\_

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Tel. No./Cellphone No./e-mail address

\_\_\_\_\_  
Date

Canvassed by: \_\_\_\_\_

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**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all of the items.
3. Bidders shall submit a copy of the following documents along with the Quotation:
  - a. Mayor's/Business Permit
  - b. Notarized Omnibus Sworn Statement (if ABC is more than P 50,000.00)
  - c. Income/Business Tax Return (if ABC is more than P 500,000.00)
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
7. 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.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The University has the right to inspect and/or test the goods to confirm their conformity to the technical specifications.
10. 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.

  
**NATHANIEL R. ALIBUYOG**  
BAC CHAIR