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|  | MARIANO MARCOS STATE UNIVERSITY Procurement Division | Document Code | PD-FRM-002 | |
| | Request for Quotation (RFQ) (Goods and Services) | Revision No. | 5 | Page 1 of 2 |
| | | Effectivity Date | April 20, 2022 | |

REQUEST FOR QUOTATION (RFQ)

Date: 04/04/2022

PR No. 2022-04-076 (OSR06941)

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 | lot | CAREER HUB CENTER FURNITURES, STUDENT CENTER BUILDING, breakdown as follows: | 411,000.00 | |
| | | | - 1.20m x 2.40m Wall Signboard, Printed LED light box signs (Sticker design and presentation designs to be provided by the end-user) | | |
| | | | - Conference room table and chairs (for 8 persons) | | |
| | | | - Couch set with mini table (1 set) | | |
| | | | - Decorative partition wall (1 set) | | |
| | | | - .50m x 1.8m x .65m height floor mounted cabinet/drawer/file storage (1 set) | | |
| | | | - Chairs (20 units) | | |
| | | | - 2.10m x 1.0 Conference Table (1 unit) | | |
| | | | - .60m dia glass table with stand (6 units) | | |
| | | | - Modular partition and tables with chairs (for 10 persons) | | |
| | | | - 2.20m length metal bench with backrest (4 units) | | |

TOTAL ESTIMATED BUDGET: 411,000.00

Disclaimer: Reproduction of this form is allowed subject to compliance to the Documented Information Procedure established by MMSU.

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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: _____ | Signature over Printed Name |
| Printed Name of the Owner: _____ | _____ |
| TIN: _____ | Tel. No./Cellphone No./e-mail address |
| PhilGEPS Registration Number: _____ | _____ |
| Business Permit: _____ | Date |
| Omnibus Sworn Statement: _____ | |
| Annual Income Tax Return: _____ | |

Canvassed by: _____

- 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. PhilGEPS Registration Number
 - b. Mayor's Permit / Business Permit
 - c. Omnibus Sworn Statement (for ABC's above P 500,000.00)
 - d. Income/Business Tax Return (for ABC's above P 500,000.00)
 - e. Certificate of Public Conveyance (CPC) for vehicle rentals and truckings
 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.