



REQUEST FOR QUOTATION (RFQ)

Date: February 9, 2021
RFQ No.: 21NMSC03-G

The Northwestern Mindanao State College of Science and Technology (NMSCST), through its Bids and Awards Committee (BAC), intends to procure in accordance with Section 53.9 (Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 of the following:

Name of Project:	Supply and Delivery for Learning Materials Development
Specification:	See Second Page
Approved Budget for the Contract (ABC):	Php. 943,150.00
Deadline of Submission of Bid:	February 15, 2021

Interested bidders must submit quotations duly signed by your authorized representative not later than **15 of February 2021 at 10:00 AM**. A copy of your valid PhilGEPS membership Certificate and Mayor's/Business are required to be submitted along with your quotation.

Award of contract shall be made to the lowest quotation which complies terms and conditions and the following documents are required to submit:

1. Notarized omnibus sworn statement
2. Latest Income/Business Tax Return

Open quotations may be submitted personally in a sealed envelope at the BAC Office NMSCST, Labuyo, Tangub City. Moreover, an electronic copy can be submitted but the original copy of the quotations must be submitted via courier for the lowest calculated bidder.

The Northwestern Mindanao State College of Science and Technology reserves the right to accept or reject any or all bids/price quotations to annul the process and to reject all bids at any time without thereby incurring any liability to the affected bidder or bidders.

For inquiry, you may contact the BAC secretariat at 0909-7656322 or email address bacsecoffice@nmsc.edu.ph.


MARILOU M. ABATAYO, Ph.D.
BAC Chairperson



Annex A

Date: _____
RFQ No.: 21NMSC03 – G
ABC: Php. 943,150.00

PRICE QUOTATION FORM

Dr. MARILOU M. ABATAYO
BAC Chairperson
NMSCST, Labuyo
Tangub City

Ma'am:

After having carefully read and accepted the terms and conditions in the above RFQ No., hereunder is our quotation/s for the item/s as follows:

Item No.	Description/Specification	Quantity	Unit	Unit Price	Amount
1.	US Bond Paper (Long)	2000	Ream		
2.	Stapler Long Arm Heavy Duty	7	Piece		
3.	Staple Wires	100	Box		
4.	Master Roll DX2430	100	Piece		
5.	Ink Epson BK T6641	80	Bottle		
6.	Ink Brother BK BT D60	100	Bottle		
Total Amount:					
Amount in words:					

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Printed Name Over Signature/Designation

Company

Tel #/Address/e-mail add



TERMS AND CONDITIONS :

- Bidders shall provide correct and accurate information required in this form.
- Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract shall be rejected.
- Award of contract shall be made to the lowest quotation.
- The item/s shall be delivered/installed to NMSCST, Labuyo, Tangub City.
- Delivery: forty-five (45) days upon conforme of the Purchase Order.
- The NMSCST shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the NMSCST BAC 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.
- 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. Our Government Servicing Bank, i.e, the Land Bank of the Philippines, shall credit the amount due to the contractor's identified bank account not earlier than twenty-four (24) hours, but not later than forty-eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the supplier's account.
- 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 GPPB- TSO shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Printed Name Over Signature

Designation

Company

Tel #/Address/e-mail add

Date