



Republic of the Philippines  
**KALINGA STATE UNIVERSITY**  
**BIDS AND AWARDS COMMITTEE**  
 National Highway, Purok 6, Bulanao, Tabuk City, Kalinga  
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| Title  | <b>REQUEST FOR QUOTATION</b>  |   |                               |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
|--|---|---|-------------------------------|---------------|---------------|-----|--------------------------------------|----|------------|--|----|------------|------------------------|--|-------------------|
| Name of Contract   | <b>PROCUREMENT OF OFFICE AND AGRICULTURAL SUPPLIES AND MATERIALS FOR HEIRLOOM CORN RESEARCH PROJECT YEAR 2</b>  | RFQ No.   | <b>RFQ_GOODS_2020-11-073</b>  |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| Location of Contract   | <b>KSU BULANA0 CAMPUS, TABUK CITY, KALINGA</b>  | Date  | <b>NOVEMBER 20, 2020</b>      |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| End-User Unit  | <b>HEIRLOOM CORN RESEARCH PROJECT</b>   | Fund Cluster  | <b>TRF CY 2020</b>            |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| Implementing Unit  | <b>RESEARCH AND DEVELOPMENT SERVICES</b>  | ABC   | <b>PHP 830,402.50</b>         |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| Period of Advertisement  | <b>NOVEMBER 23-26, 2020 @ 10:00 AM</b>  | Mode of Procurement   | <b>SHOPPING (Sec. 52.1.b)</b> |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| Instructions to External Providers   | Please quote your government price, taxes included, and FOB, subject to the Terms and Conditions stated below, and submit your quotation duly signed by your representative <b>not later than ten o'clock in the morning (10 am) of November 26, 2020</b> , in a sealed envelope to the business or e-mail address below and shall be opened on the same day at 10:01 am.   |   |                               |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| Terms and Conditions   | <ol style="list-style-type: none"> <li>1. All entries must be typewritten or legibly written.</li> <li>2. Price validity shall be for 30 calendar days.</li> <li>3. The filled-out RFQ must be submitted by prospective external service providers together with the following Attachments:               <ol style="list-style-type: none"> <li>a) <b>Technical Documents:</b> <ol style="list-style-type: none"> <li>i. CY 2020 Mayor's/Business Permit</li> <li>ii. PhilGEPS Registration Number</li> <li>iii. Integrity Pledge for KSU Service Provider and AMO's valid Identification</li> </ol> </li> <li>b) <b>Financial Documents (duly signed every page):</b> <ol style="list-style-type: none"> <li>i. Schedule of Prices (per item)</li> </ol> </li> </ol> </li> <li>4. Evaluation of bids and award of contract shall be based on the <b>TOTAL lowest offer PER LOT</b>. Prospective suppliers shall have one option of submitting a <b>COMPLETE</b> proposal for <b>EACH</b> and/or <b>FOR ALL LOTS</b>. Bids received more than the ABC shall be automatically rejected at bid opening. The following are the Reference Lot, ABC, and Delivery Schedule:               <table border="1" style="margin: 10px auto; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 50%;">Lot Reference</th> <th style="width: 20%;">Delivery Sked</th> <th style="width: 30%;">ABC</th> </tr> </thead> <tbody> <tr> <td>Lot 1: Office Supplies and Materials</td> <td>30</td> <td>419,172.50</td> </tr> <tr> <td>Lot 2: Agricultural Supplies and Materials</td> <td>30</td> <td>411,230.00</td> </tr> <tr> <td colspan="2"><b>Total ABC (Php)</b></td> <td><b>830,402.50</b></td> </tr> </tbody> </table> </li> <li>5. Completion of the Delivery is required within the above-stated Delivery Schedule effective upon confirmation of the Purchase Order. Since delayed delivery translates into delayed government service, a Liquidated Damages shall be imposed on erring suppliers.</li> <li>6. The total price quoted is subject to withholding tax and payable checks.</li> <li>7. The following are the Annexes:               <ol style="list-style-type: none"> <li>a) <b>Annex A_Schedule of Prices</b></li> <li>b) <b>Annex B_ KSU Service Provider Integrity Pledge and AMO's valid Identification</b></li> </ol> </li> <li>8. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or his/her duly authorized representative/s.</li> <li>9. The Kalinga State University reserves the right to reject any bids, declare a failure of bidding, or not award the contract at any time before contract award per Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.</li> <li>10. During the Contract Implementation, the winning bidder is expected to adhere to the Green Procurement Program of the government, per E.O. No. 301 issued in 2004.</li> <li>11. <b>After the delivery, the Supplier shall be evaluated and will conform to the end user's evaluation rating results as a requirement for payment.</b></li> </ol> |   |                               | Lot Reference | Delivery Sked | ABC | Lot 1: Office Supplies and Materials | 30 | 419,172.50 | Lot 2: Agricultural Supplies and Materials | 30 | 411,230.00 | <b>Total ABC (Php)</b> |  | <b>830,402.50</b> |
|  | Lot Reference   | Delivery Sked   | ABC                           |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| Lot 1: Office Supplies and Materials   | 30  | 419,172.50  |                               |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| Lot 2: Agricultural Supplies and Materials   | 30  | 411,230.00  |                               |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| <b>Total ABC (Php)</b>   |   | <b>830,402.50</b>   |                               |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| <p><i>I hereby certify to comply with all the above Terms and Conditions.</i></p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>Name of Company/Bidder</i> </div> <div style="width: 45%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>Signature Over Printed Name of Representative</i> </div> </div> |   |   |                               |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| Prepared by/<br>Contact Person   | <b>MR. RONALDO B. DALUPING</b><br>BAC Secretariat, Procurement Management Office<br>KSU Main Campus, Purok 6, Bulanao, Tabuk City, Kalinga<br>CP No. 0917-774-4185/ <a href="mailto:procurementservice_bac@ksu.edu.ph">procurementservice_bac@ksu.edu.ph</a>  | <hr style="border: 0; border-top: 1px solid black; margin: 5px auto; width: 80%;"/> Signature |                               |               |               |     |                                      |    |            |  |    |            |                        |  |                   |
| Approved by  | <b>EDNA P. YUMOL, CPA, PhD</b><br>BAC Chairman  | <hr style="border: 0; border-top: 1px solid black; margin: 5px auto; width: 80%;"/> Signature |                               |               |               |     |                                      |    |            |  |    |            |                        |  |                   |