



**Kalinga State University
BIDS AND AWARDS COMMITTEE
REQUEST FOR PROPOSAL**

Doc. Ref. No.:	KSU-BAC-03
Effectivity Date:	January 3, 2019
Revision No.:	0.0
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Title:	REQUEST FOR PROPOSAL	Control No.:																					
Name of Contract:	Procurement of Services for KSU College Admission Test	RFP No.:	RFP_Goods_2019-03-034																				
Location of Contract:	Kalinga State University – Main Campus, Purok 6, Bulanao, Tabuk City, Kalinga	Date:	March 8, 2019																				
End-User Unit:	Guidance and Testing Center	Fund Cluster:																					
Implementing Unit:	Students Services	ABC:	Php 120,000.00																				
Period of Advertisement:	March 9-18, 2019 @ 10:00 am	Mode of Procurement:	Highly Technical Consultant (Sec 53.7)																				
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 not later than ten o'clock in the morning (10am) of March 18, 2019 in a sealed envelope to the business or e-mail address stated below and shall be opened on the same day at 10:01 am.																						
Terms and Conditions:	<ol style="list-style-type: none"> All entries must be typewritten or legibly written. Price validity shall be for a period of 30 calendar days. The filled-out RFQ must be submitted by prospective external service providers/ bidder together with the following Attachments (duly signed): <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">A. Eligibility/Legal Documents:</td> </tr> <tr> <td>a) BIR Certificate of Registration.</td> <td></td> </tr> <tr> <td>b) Curriculum Vitae.</td> <td></td> </tr> <tr> <td>c) PhilGEPS Registration Number.</td> <td></td> </tr> <tr> <td>d) Proposal.</td> <td></td> </tr> <tr> <td colspan="2">B. Criteria Requirements:</td> </tr> <tr> <td style="text-align: center;">Criteria</td> <td style="text-align: center;">Percentage</td> </tr> <tr> <td>Applicable years of experience on devising a College Admission Test</td> <td style="text-align: center;">30%</td> </tr> <tr> <td>Quality of Proposal</td> <td style="text-align: center;">30%</td> </tr> <tr> <td>Internal Validity and Reliability of the Test</td> <td style="text-align: center;">40%</td> </tr> </table> Terms of Reference is attached as Annex "A". Evaluation of bids and award of contract shall be based on Annex "H" or the Consolidated Guidelines for the Alternative Methods of Procurement of the IRR of RA 9184. The total price quoted is subject to withholding tax and payable check. 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. Bidders should comply with the applicable provisions of Section 24.3 of the 2016 Revised IRR of R.A. 9184 (Eligibility Criteria for Procurement of Consulting Services) and with a modified set of requirements integrating eligibility documents and criteria for procurement of goods as provided in Annex F of the revised 2016 IRR of R.A. 9184. The Kalinga State University reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders. During the Contract Implementation, the winning bidder is expected to adhere with the Green Procurement Programs of the government pursuant to EO No. 301 issued in 2004. 			A. Eligibility/Legal Documents:		a) BIR Certificate of Registration.		b) Curriculum Vitae.		c) PhilGEPS Registration Number.		d) Proposal.		B. Criteria Requirements:		Criteria	Percentage	Applicable years of experience on devising a College Admission Test	30%	Quality of Proposal	30%	Internal Validity and Reliability of the Test	40%
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Prepared by:/ Contact Person:	MR. RONALDO B. DALUPING BAC Secretariat Section, Procurement Management Office Kalinga State University – Main Campus, National Highway, Purok 6, Bulanao, Tabuk City, Kalinga 3800, Philippines 0917-774-4185/ procurementservice_bac@ksu.edu.ph		 Signature:																				
Approved by:	EDNA P. YUMOL, DPA BAC Chairman		 Signature:																				



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Title:		PRICE QUOTATION			
ITEM NO.	ITEM AND DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Procurement of Services for KSU College Admission Test	1	lot		
Amount in Figures:					Php
Amount in words:					
Performance Security:	Not Applicable	Warranty:	Not Applicable		
Contract Duration:		Price Validity:	30 cd		
Notation:					
<p>After having carefully read and accepted your General Conditions on the Procurement of Services for KSU College Admission Test, I/We hereby offer the price quotations on the items/s above:</p>					
_____			_____		
Printed Name/ Signature			E-mail Address		
_____			_____		
Company Name			Contact No.		
_____			_____		
Company Address			TIN		