



Republic of the Philippines
KALINGA STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE

National Highway, Purok 6, Bulanao Centro, Tabuk City, Kalinga 3800
 Website: <https://ksu.edu.ph> Email: procurementservice_bac@ksu.edu.ph Contact No.: 0917-822-6145

Procuring Entity : **KALINGA STATE UNIVERSITY**
 Standard Form Title : **REQUEST FOR QUOTATION**
 Revised on :

RFQ No. : **RFQ_Goods_2018-10-49**
 Date : **OCTOBER 29, 2018**
 Office/End-user : **General Services Office**

Company Name	:	
Business Address	:	
T.I.N.	:	
Name of Project	:	PROVISION OF SECURITY SERVICE FOR UNIVERSITY 3 CAMPUSES
Location of Project	:	KALINGA STATE UNIVERSITY THREE (3) CAMPUSES, KALINGA, PHILIPPINES
Approved Budget for the Contract	:	Php 400,000.00
Period of Advertisement	:	OCTOBER 30, 2018 TO NOVEMBER 5, 2018
Instructions to Bidders	:	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 10 o'clock of November 5, 2018 in a sealed envelope to the Office of the Bids and Awards Committee (BAC) stated above or thru e-mail at procurementservice_bac@ksu.edu.ph and shall be opened on the same day at 10:01 o'clock.
Terms and Conditions	:	<ol style="list-style-type: none"> 1. All entries must be typewritten or legibly written. 2. Price validity shall be for a period of 30 calendar days. 3. The filled-out RFQ must be submitted by prospective bidder together with the following Attachments (duly signed): <ul style="list-style-type: none"> A. Financial Documents: <ul style="list-style-type: none"> i. Bill of Quantities, ii. Summary and Detailed Estimates, and iii. Standard Computation. B. Eligibility/Legal Documents: <ul style="list-style-type: none"> i. CY 2018 Mayor's/Business Permit, ii. PhilGEPS Registration Number, iii. License to Operate from the Philippine National Police (PNP) – Supervisory Office for Security and Investigation Agency (SOSIA), iv. Proof of Membership as a member of PADPAO, v. Omnibus Sworn Statement, vi. Company Profile, vii. List (from latest contract) of clients with guard posts of not less than twenty (20) guards, indicating: Company, Kind of Organization, Business Activity, Number of Guards, Contract Inclusive Dates, Contact Person and Contact Details. viii. List of Equipment with detailed description, dates of acquisition, and proof of ownership (i.e. car, motorcycle, and other necessary equipment), ix. Human Resource (HR)/ Admin Policies: Posting/Turnover Policies, Security Training Programs, Hiring Standards, Employee Retention Programs, Incident Reporting and Handling Policies, x. Proposed Security Management Plan in prescribed format and contents, xi. Certificate of Site Inspection issued by University Chief Guard, and xii. Other add-on services that may be offered (not indicated in the PR or TOR, i.e. Special occasion/s that need/s security service but without charge. 4. Terms and Reference is attached as Annex "A". 5. The total price quoted is subject to withholding tax and payable check. 6. Performance Security shall be posted by winning bidder prior to signing of contract, and Warranty Security before final payment in accordance with Section 39 of IRR-RA 9184. 7. Contract Duration is required within One Month (31) calendar days. 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. 9. The KSU reserves the right to accept or reject any or all quotations and to impose additional terms and conditions, as it may deem proper. 10. 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.

AMADO P. IMPER, PhD
 BAC Chairman



Republic of the Philippines
KALINGA STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE
National Highway, Purok 6, Bulanao Centro, Tabuk City, Kalinga 3800
Website: <https://ksu.edu.ph> Email: procurementservice_bac@ksu.edu.ph Contact No.: 0917-822-6145

ITEM NO.	ITEM AND DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	PROVISION OF SECURITY SERVICE FOR UNIVERSITY 3 CAMPUSES	1.00	lot		
Grand-total Amount (Php):					
Amount in words:					

Brand and Model : _____ Performance Security : N/A
Delivery Period : _____ Price Validity : _____

After having carefully read and accepted your Terms and Conditions, I/We quote you on the item(s) at prices noted above.

Printed Name/Signature/Date

Tel. No./Cellphone No./Email Address