




Kalinga State University
PROCUREMENT MANAGEMENT OFFICE
Request for Quotation

Doc. Ref. No.:	KSU-PMO-03-SVP
Effectivity Date:	January 3, 2019
Revision No.:	0.0
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Title:	REQUEST FOR QUOTATION	Control No.:	
Name of Contract:	Procurement, Delivery and Installation of Furnitures, Fixtures and Equipment at Alumni Center	NNP No.:	RFQ_Goods_2019-01-009
Location of Contract:	Kalinga State University – Main Campus, Purok 6, Bulanao, Tabuk City, Kalinga	Date:	January 10, 2019
End-User Unit:	Alumni Affairs	Fund Cluster:	Trust Fund
Implementing Unit:	Infrastructure Office	ABC:	Php 469,619.50
Period of Advertisement:	January 11-15, 2019 @ 10:00 am	Mode of Procurement:	Small Value Procurement
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 January 15, 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"> 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 external service providers/bidder together with the following Attachments (duly signed): <ul style="list-style-type: none"> A. Eligibility/Legal Documents: <ul style="list-style-type: none"> a. CY 2019 Mayor's/Business Permit, and b. PhilGEPS Registration Number. B. Financial Documents: <ul style="list-style-type: none"> i. Bill of Quantities including Detailed Estimates, and ii. Pictures of the items offered. 4. Sample Pictures of the items are attached as Annex "A". 5. Plan/Layout of the Alumni Center is attached as Annex "B". 6. The total price quoted is subject to withholding tax and payable check. 7. Delivery Period is required within Fifteen (15) 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. 2. 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. 		
Prepared by the 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 CP No. 0917-774-4185 Email Address: procurementservice_bac@ksu.edu.ph		
Approved by:	 AMADO P. IMPER, PhD BAC Chairman		

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Title: **BILL OF QUANTITIES**

ITEM NO.	ITEM AND DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Powered Audio Mixer, 12 inputs (Peavey) or similar brand stereo	1	unit		
2	Speaker Set, 3-way speaker, 100 watts (consul type) 15" woofer	2	unit		
3	Microphone Stand, boom type	2	pcs		
4	Wireless Microphone	2	set		
5	Heavy Duty Audio Cable	1	rolls		
6	Movable Accordion Wall System (2.80 m H)	1	set		
7	Display Tables	1	set		
	Table 1: W350xD350xH500mm				
	Table 2: W350xD350xH750mm				
	Table 3: W350xD350xH1000mm				
8	Conference Chairs (Hardwood Furniture with cushion, W 40.5cm x D55.5 cm x H90 cm)	12	pcs		
9	Arrangeable Conference Table (see attached detail)	1	set		
10	Display Cabinet (Hardwood Furniture-Cabinet in solid mahogany wood stained finish)	1	set		
	Dimension: W400 x D400 x H 400 cm				
11	1 1/2" thick Wood panel with carve grooving in paint finish (Old Wood Style)	1	set		
12	Male XLR Connector	8	pcs		
13	Female XLR Connector	8	pcs		
14	TLR Microphone Jack	8	pcs		
15	Vocal Microphone	2	pcs		

Amount in Figures: Php

Amount in words:

Performance Security:	Not Applicable	Warranty:	Not Applicable
Contract Duration:	15 CD	Price Validity:	30 cd

Notation: The Bill of Quantities (BOQ) contains the following parts:
a. BOQ for each Part of the Contract.
b. Summary of Bid Prices for all Parts of the Contract.

After having carefully read and accepted your General Conditions on the **Repair of Elevator at CEIT Building**, I/We hereby offer the price quotations on the items/s above:

_____	_____
Printed Name/ Signature	E-mail Address
_____	_____
Company Name	Contact No.
_____	_____
Company Address	TIN

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