



Republic of the Philippines
KALINGA STATE UNIVERSITY
PROCUREMENT MANAGEMENT OFFICE
BIDS AND AWARDS COMMITTEE
 National Highway, Purok 6, Bulanao, Tabuk City, Kalinga
 Website: <https://ksu.edu.ph> Email: procurementservice_bac@ksu.edu.ph Contact No.: 0917-774-4185

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|-------------------------------------|--|----------------------|-------------------------------|
| Title: | REQUEST FOR QUOTATION | | |
| Name of Contract: | Purchase and Delivery of Drawing Tables for College of Engineering | RFQ No.: | RFQ_Goods_2019-06-052 |
| Location of Contract: | Kalinga State University – Main Campus, Purok 6, Bulanao, Tabuk City, Kalinga | Date: | April 26, 2019 |
| End-User Unit: | General Services Office | Fund Cluster: | IGI CY 2019 |
| Implementing Unit: | | ABC: | Php 432,822.00 |
| Period of Advertisement: | June 11-14, 2019 @ 10:00 am | Mode of Procurement: | Shopping (Sec. 52.1.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 not later than ten o'clock in the morning (10am) of June 14, 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"> ➤ Eligibility/Legal Documents: <ol style="list-style-type: none"> a. CY 2019 Mayor's/Business Permit, and b. PhilGEPS Registration Number. ➤ Financial Documents: <ol style="list-style-type: none"> i. Bill of Quantities including Detailed Estimates, and ii. Pictures of the items offered, if available 4. Sample of the preferred item is attached as Annex "A" (page 3) 5. Evaluation of bids and award of contract shall be based on lowest offer of the total items. 6. The total price quoted is subject to withholding tax and payable check. 7. Delivery Period is required within Thirty (30) 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. Bidders should comply with the applicable provisions of Section 23.4.1.1 of the 2016 Revised IRR of R.A. 9184 (Eligibility Criteria for Procurement of Goods) and with a modified set of requirements integrating eligibility documents and criteria for procurement of goods as provided in Annex D of the revised 2016 IRR of R.A. 9184. 10. 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. 11. 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:/ 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 | | Signature |
| Approved by: | EDNA P. YUMOL, CPA, PhD BAC Chairman | | Signature |



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| Title: | BILL OF QUANTITIES | | | | |
|--|---|-----------------------|-------------------------|-----------------|---------------------|
| ITEM NO. | ITEM AND DESCRIPTION | QTY | UNIT | UNIT PRICE | TOTAL PRICE |
| 1 | Purchase and Delivery of Drawing Tables for College of Engineering DRAFTING/DRAWING TABLE DESK WITH CHAIR, Height adjustable with P2 Tilttable Tabletop, Stool and 2 Storage Drawers for Reading, Writing, Studying Art Craft Work Station. Features: <ul style="list-style-type: none"> ➤ ADJUSTABLE TABLETOP AND HEIGHT: The tabletop of this drafting table can be tilted from 0 to 60° and the table height can be adjusted from 69.5cm/27.4" to 92.5cm/36.4", suitable for people in different heights to draw, work and write and meet different drawing habits. ➤ RETRACTABLE SIDE TABLE: A 38 x 60cm/ 15 x 23.6" retractable side table on the left can be pulled out for placing laptop and iPad to display pictures as drawing references, also an extra storage space for palette, documents, etc.; the side table can be slid under the tabletop to save space. ➤ SELECTED MATERIALS: This drafting table is constructed of premium steel frame and P2 Certified MDF tabletop and side table; powder coated extra strong steel tubes have excellent performance in ware, rust and corrosion resistance; P2 certified MDF tabletop and side table without strong smell, safe and durable table prepared for long-term use. Warranty: 1 year on normal wear and tear <i>*Please provide sample pictures.</i> | 50 | unit | | |
| Amount in Figures: | | | | Php | |
| Amount in words: | | | | | |
| Performance Security: | | Not Applicable | | Warranty: | One (1) Year |
| Contract Duration: | | 30 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 Purchase and Delivery of Drawing Tables for College of Engineering , 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 | | |



Annex A: Sample Picture of Item

