



Republic of the Philippines
SURIGAO DEL SUR STATE UNIVERSITY
 Rosario, Tandag, Surigao del Sur
 Tel. no.: 086-214-2744
 E-mail: sdssu_bac@yahoo.com

Bids and Awards Committee on Goods

REQUEST FOR QUOTATION (RFQ)

“Supply and Delivery of Office Equipment”

RFQ No: 225

1. The Surigao del Sur State University (SDSSU) - Tandag Campus, through the STF intends to apply the sum of *Three Hundred Eighty Seven Thousand One Hundred Seventy Five Pesos Only (P 387,000.00)* being the approved Budget for the Contract (ABC) to payments for the” **Supply and Delivery of Office Equipment**” for which this Request for Quotation is issued.
2. The SDSSU, herein after referred to as “the Purchaser” now request you to submit price quotation for the supply and delivery of the following:

Item No.	Description	Qty.	Unit
	Office Equipment	1	lot
1	Ceiling Fan	14	unit
2	Flat Screen TV 40" with USB ports, VGA & HDMI ports	7	unit
3	LED TV 55" inches	1	unit
4	Stand Fan, 16" dia, 60 watts power	3	unit
5	Sound System	1	unit
	<ul style="list-style-type: none"> ● 200 W RMS, 400 W peak power output ● Removable 8-channel powered mixer conveniently stows for transport ● Two loudspeakers with 10" woofers and ● 1" HF compression drivers ● Integrated storage compartment for cables & other accessories ● 4 XLR + 1/2" mic/line inputs ● 2 stereo line input channels (1/4-inch and RCA) ● 2 band EQ per channel ● Switchable digital reverb & phantom power on channels 1-4 ● Separate EQ contour modes for speech & music playback applications ● 1/4-inch speaker outputs (cables included) ● High performance all-in-one portable soundsystem for any event ● (2) Alto Professional loudspeaker with 10-inch woofers & 1 inch HF 		
	<i>compression drivers</i>		
6	Wall Fan	5	Units

7	Digital Wireless microphone	1	set
	Adjustable Frequency uhf clear connection		
	Rechargeable receiver		
	Battery 2AA		

3. A set of technical specifications for the above items are provided in Attachment 1. All items listed under the purchasers specifications must be complied on a pass-fail basis. Failure to meet any one of the requirements will result to rejection.
4. Bidding procedures will be conducted in accordance with the provisions of the Implementing Rules and Regulations-A (IRR-A) of Republic Act 9184.
5. It is the intent of the Purchaser to evaluate the quotation for each item separately, and award will be made to the quotation or combination of quotations resulting in the overall lowest cost. Quotation for one or more or all items will be considered. Contract Award will be made to the lowest evaluated quotation (s) meeting purchaser's technical specifications.
6. Quotations must be delivered at the BAC Office of Surigao del Sur State University, Main Campus, Rosario Tandag City, Surigao del Sur not later than 10:00 AM of July 20, 2018.
7. Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded.
8. All quotations must be typewritten and must be placed in sealed envelope marked **"Supply and Delivery of Office Equipment (RFQ 225)**
9. Quotations shall be valid for sixty (60) calendar days from the Opening of Bids.
10. The delivery period shall be within fifteen days (15) calendar days from receipt of the Notice to Proceed (NTP).
11. DELIVERY SITE: Surigao del Sur State University (SDSSU), Main Campus, Tandag City, Surigao del Sur.
12. The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it.
13. The SDSSU reserves the right to accept or reject any quotation, and to annul the bidding process and reject all quotations at any time prior to Contract award, without thereby incurring any liability to the affected bidder or bidders and to waive any minor defects or infirmities therein and to accept such quotation as may be considered advantageous to the government.
14. The prospective bidder shall submit the following:
 - a. Quotation Form
 - b. Technical Specification
 - c. Certificate of PHIL-GEPS Registration

Sgd. FLORIIFE O. URBIZTONDO, DPA
BAC CHAIRPERSON



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QUOTATION FORM

Date: _____

RFQ No. 225

The Chairman

The Bids and Award Committee on Goods

SDSSU-Main Campus

- 1) Having examined the subject Request for Quotation including the Technical Specifications, we, the undersigned offer to supply and deliver the following items (with our unit price and total)

Item No.	Description	Qty	Unit	Unit Price	Total
	Office Equipment	1	lot		
1	Ceiling Fan	14	unit		
2	Flat Screen TV 40" with USB ports, VGA & HDMI ports	7	unit		
3	LED TV 55" inches	1	unit		
4	Stand Fan, 16" dia, 60 watts power	3	unit		
5	Sound System	1	unit		
	• 200 W RMS, 400 W peak power output				
	• Removable 8-channel powered mixer conveniently stows for transport				
	• Two loudspeakers with 10" woofers and				
	• 1" HF compression drivers				
	• Integrated storage compartment for cables & other accessories				
	• 4 XLR + 1/2" mic/line inputs				
	• 2 stereo line input channels (1/4-inch and RCA)				
	• 2 band EQ per channel				
	• Switchable digital reverb & phantom power on channels 1-4				
	• Separate EQ contour modes for speech & music playback applications				
	• 1/4-inch speaker outputs (cables included)				
	• High performance all-in-one portable soundsystem for any event				
	• (2) Alto Professional loudspeaker with 10-inch woofers & 1 inch HF				
	compression drivers				
6	Wall Fan	5	Units		
7	Digital Wireless microphone	1	set		

	<i>Adjustable Frequency uhf clear connection</i>				
	<i>Rechargeable receiver</i>				
	<i>Battery 2AA</i>				

- 2) We undertake, if our Quotation or Bid is accepted, to deliver the above goods within the *fifteen (15) days* delivery period.
- 3) We agree to abide by this Quotation/Bid for a period of *sixty (60) days* after the dated deadline of submission specified in your RFQ.
- 4) We understand that payment for items delivered will be made to the winning supplier within *thirty (30) days* after inspection and acceptance of goods delivered.

Company Name: _____

Address: _____

Signature over Printed Name: _____

Contact No: _____



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TECHNICAL SPECIFICATIONS

Purchaser's Specifications	Supplier's Specifications (please state "Comply" or "Not Comply")
Office Equipment	
Ceiling Fan	
Flat Screen TV 40" with USB ports, VGA & HDMI ports	
LED TV 55" inches	
Stand Fan, 16'dia, 60 watts power	
Sound System	
<ul style="list-style-type: none"> ● 200 W RMS, 400 W peak power output 	
<ul style="list-style-type: none"> ● Removable 8-channel powered mixer conveniently stows for transport 	
<ul style="list-style-type: none"> ● Two loudspeakers with 10" woofers and 	
<ul style="list-style-type: none"> ● 1" HF compression drivers 	
<ul style="list-style-type: none"> ● Integrdated storage compartment for cables & other accessories 	
<ul style="list-style-type: none"> ● 4 XLR + 1/2" mic/line inputs 	
<ul style="list-style-type: none"> ● 2 stereo line input channels (1/4-inch and RCA) 	
<ul style="list-style-type: none"> ● 2 band EQ per channel 	
<ul style="list-style-type: none"> ● Switchable digital reverb & phantom power on channels 1-4 	
<ul style="list-style-type: none"> ● Separate EQ contour modes for speech & music playback applications 	
<ul style="list-style-type: none"> ● 1/4-inch speaker outputs (cables included) 	
<ul style="list-style-type: none"> ● High performance all-in-one portable soundsystem for any event 	
<ul style="list-style-type: none"> ● (2) Alto Professional loudspeaker with 10-inch woofers & 1 inch HF 	
<ul style="list-style-type: none"> compression drivers 	
Wall Fan	
Digital Wireless microphone	
Adjustable Frequency uhf clear connection	

<i>Rechargeable receiver</i>	
<i>Battery 2AA</i>	