



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)
"Fabrication of Computer Table of Internet Lab Cafe"

RFQ No: 001

1. The Surigao del Sur State University (SDSSU) - Main Campus, through the *Special Trust Fund* intends to apply the sum of *One Hundred Fifty Three Thousand One Hundred One Pesos Only (P 153,101.00)* being the approved Budget for the Contract (ABC) to payments for the "**Fabrication of Computer Table of Internet Lab Cafe**" 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
1	Fabrication of Computer Table of Internet Lab Café	1 lot		
	Finishing Nails 1 1/2"		3	Kgs.
	Finishing Nails 2 1/2"		6	Kgs
	Ordinary Plywood, 3/4" x 4' x 8'		50	Sheets
	Piano Hinges 1/2" X 8'		27	Length
	Door or drawer handle		60	Pcs
	Portable Power Zig Saw		1	Unit
	Portable Power Sander		1	Unit
	Acrytex Cast		11	Gals
	Acrytex Primer White		15	Gals
	Semi Gloss Acrytex White		22	Gals
	Acrytex Tinting " Assorted Color"		6	Pints
	Paint Reducer		6	Gals
	Paint Brush 4"		15	Pcs.
	Paint Brush 2"		3	Pcs
	Paint Baby Roller (foam) w/ pan		7	Set
	Paint Baby Roller (cotton) w/ pan		7	Set
	Sand Paper # 100		3	Doz
	Sand Paper # 200		3	Doz

	PDX Wire # 12		2	Box
	4 Gang Convenience Outlet (spring type)		30	Pcs
	Staple wire # 1		2	Box
	Electrical tape (big)		2	Rolls
	Computer Exhaust Fan 6" x6"		30	Sets
2	LABOR	1	LOT	

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, Tandag Main Campus, Rosario, Tandag City, Surigao del Sur not later than *10:00 AM of January 12,2016*.
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 **"Fabrication of Computer Table of Internet Lab Cafe (RFQ No. 001)."**
9. Quotations shall be valid for sixty (60) calendar days from the Opening of Bids.
10. The delivery period shall be within fifteen (15) calendar days from receipt of the Notice to Proceed (NTP).
11. DELIVERY SITE: Surigao del Sur State University (SDSSU), Rosario, 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,MPA
BAC CHAIRMAN



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QUOTATION FORM

Date: _____
RFQ No. 001

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
1	Fabrication of Computer Table of Internet Lab Cafe	1 lot				
	Finishing Nails 1 1/2"		3	Kgs.		
	Finishing Nails 2 1/2"		6	Kgs		
	Ordinary Plywood, 3/4" x 4' x 8'		50	Sheets		
	Piano Hinges 1/2" X 8'		27	Length		
	Door or drawer handle		60	Pcs		
	Portable Power Zig Saw		1	Unit		
	Portable Power Sander		1	Unit		
	Acrytex Cast		11	Gals		
	Acrytex Primer White		15	Gals		
	Semi Gloss Acrytex White		22	Gals		
	Acrytex Tinting " Assorted Color"		6	Pints		
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	Electrical tape (big)		2	Rolls		
	Computer Exhaust Fan 6" x6"		30	Sets		
2	LABOR	1	LOT			

- 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: _____



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TECHNICAL SPECIFICATIONS

Purchaser's Specifications	Supplier's Specifications (please state "Comply" or "Not Comply")
Fabrication of Computer Table of Internet Lab Cafe	
Finishing Nails 1 1/2"	
Finishing Nails 2 1/2"	
Ordinary Plywood, 3/4" x 4' x 8'	
Piano Hinges 1/2" X 8'	
Door or drawer handle	
Portable Power Zig Saw	
Portable Power Sander	
Acrytex Cast	
Acrytex Primer White	
Semi Gloss Acrytex White	
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LABOR	