



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10758286  
**Procuring Entity** NORTHWEST SAMAR STATE UNIVERSITY  
**Title** Supply and Delivery of Diploma Jacket (STF/P.R. No. 2024-04-170)  
**Area of Delivery** Samar

<b>Solicitation Number:</b>	2024-04-170	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods - General Support Services	<b>Document Request List</b>	2
<b>Category:</b>	Printing Services	<b>Date Published</b>	18/04/2024
<b>Approved Budget for the Contract:</b>	PHP 104,000.00	<b>Last Updated / Time</b>	18/04/2024 00:00 AM
<b>Delivery Period:</b>	20 Day/s	<b>Closing Date / Time</b>	22/04/2024 09:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Jessamae Rondina Caparas Procurement Staff Rueda Extension Calbayog City Samar Philippines 6710 63-55-2093122 63-55-2093122 procurement@nwssu.edu.ph		

#### Description

PROCUREMENT OFFICE  
 Email: procurement@nwssu.edu.ph  
 Contact Number: 09173178126

REQUEST FOR PRICE QUOTATION  
 RFQ No. 2024-04-170  
 18-Apr-24

SIR/MADAM:

Please quote your lowest price for the following items enumerated below, taking into consideration the following:  
**TERMS AND CONDITIONS**

- The Approved Budget for the Contract (ABC) is P 104,000.00 under PR No. 2024-04-170
- Submit your quotation in a sealed envelope on or before April 22, 2024 @ 9:00 AM.
- Opening of RFQs is on April 22, 2024 @ 10:00 AM in our office.
- This procurement is PER ITEM, however, if stated in LOT, quotation shall be evaluated by lot. Any price offer that exceeds the ABC shall be disqualified.
- Price Quotation should be inclusive of the 5% Final VAT and Expanded Withholding Tax (EWT) of 1%.
- Price Quotation shall be valid within thirty (30) calendar days from the deadline of the RFQ.
- Delivery Period is within 20 calendar days and shall commence as stated in the Purchase Order. Free on site delivery.
- If awarded the contract, processing and payment shall be made after the complete delivery of services/Supplies and final acceptance.
- Refusal to accept an award maybe ground for imposition of administrative sanctions under Rule XXII of the revised IRR of RA 9184.
- Please observe the Revised IRR of RA 9184.
- FOB-NORTHWEST SAMAR STATE UNIVERSITY-Main located at Rueda St, Calbayog City, Samar.
- The procuring entity may terminate the contract, in whole or in part, at anytime for unsatisfactory service.
- Request for quotation should be returned within 4 days from receipt hereof.

Item No. Qty. Unit Articles/Description Supplier's Offer (Complete Specifications and Brand Name) Unit Price

- 1300 package Diploma Jacket, Green Cover with School Logo (per sample)

Date  
 (Sgd.) RAMIL S. CATAMORA, Ed.D.

BAC Chairperson

I have read and understood the Terms and Conditions stated above.

By signing this quote, I hereby agree and bind myself to the Terms and Conditions.

Signature Over Printed Name:

Position in Firm:

Business Address:

Contact No.:

Canvassed by:

(Signature Over Printed Name)

#### Other Information

Please submit the following documentary requirements:

- Business/Mayor's Permit
- PhilGEPS Registration No./Certificate
- Original Copy of Omnibus Sworn Statement

**Created by** Jessamae Rondina Caparas

**Date Created** 16/04/2024

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**PROCUREMENT OFFICE**

Email: [procurement@nwssu.edu.ph](mailto:procurement@nwssu.edu.ph)  
 Contact Number: **09173178126**

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12. Request for quotation should be returned within 4 days from receipt hereof.

Item No.	Qty.	Unit	Articles/Description	Supplier's Offer (Complete Specifications and Brand Name)	Unit Price
1	1300	package	Diploma Jacket, Green Cover with School Logo (per sample)		
			-----		
			Please submit the following documentary requirements:		
			1. Business/Mayor's Permit		
			2. PhilGEPS Registration No./Certificate		
			3. Original Copy of Omnibus Sworn Statement		

Date \_\_\_\_\_

I have read and understood the Terms and Conditions stated above.  
 By signing this quote, I hereby agree and bind myself to the Terms and Conditions.

Signature Over Printed Name: \_\_\_\_\_  
 Position in Firm: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Contact No.: \_\_\_\_\_

  
**RAMIL S. CATAMORA, Ed.D.**  
 BAC Chairperson

Canvassed by:

\_\_\_\_\_  
 (Signature Over Printed Name)