



REQUEST FOR QUOTATION (RFQ) No. 433-2022

Procurement Unit

The Tarlac State University (TSU), through its Bids and Awards Committee (BAC) and Procurement Unit, will undertake an **Alternative Method of Procurement through Shopping** for the items stated below, in accordance with **Section 52.1(b)** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The TSU hereinafter referred to as "the Buyer", now requests submission of a price quotation for the subject below:

Purchase Request No.	DESCRIPTION/PARTICULARS	APPROVED BUDGET FOR THE CONTRACT (ABC) inclusive of VAT
<u>2020-08-235 (PROC)</u> <u>2022</u>	VARIOUS OFFICE SUPPLIES	470,165.30
Purpose: <u>for university use (APP 2022 1st Quarter)</u>		

Philgeps Posting: Active Date: 9-7-22 Closing Date: 9-13-22 Category: Office Supplies Reference No.: 8989793

Interested suppliers are required to submit the following documents:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Valid and Current Mayor's / Business Permit | <input checked="" type="checkbox"/> Latest Income / Business Tax Return |
| <input checked="" type="checkbox"/> Proof of PhilGeps Registration | <input checked="" type="checkbox"/> Omnibus Sworn Statement |
| | <input type="checkbox"/> Brochure, if applicable |

TSU Condition of Sale:

1. Delivery Schedule: 30 calendar days from receipt of approved PO/NTP
2. Bid Validity: 120 calendar days from submission of bids
3. Delivery Site: Supply and Property Management Unit, Tarlac State University
(045) 606-8159 / (045) 982-2605
4. Warranty shall be for a period minimum of three (3) months of expandable supplies, or a supplies/equipment after acceptance by the procuring entity of the delivered

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which comply with the minimum technical specifications and other terms and conditions stated herein.

Any alteration, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1-5) and eligibility documents is not later than 9-13-22 at the Procurement Unit, Admin Building Tarlac State University, Tarlac City.

Open submission may be done manually or through email at tsucanvassing@gmail.com / julietelaineacuna@yahoo.com / javy_carlos@yahoo.com

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the underperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten (10%) percent of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The TSU reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of R.A 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.


ELENA MAY T. TEOFILO
 Head, Procurement Unit

PRICE QUOTATION

Date: 09/11/22
 RFQ No. 433-2022
 PR No. 2020-08-235 (PROC)
2022ff

The Bids and Awards Committee
 c/o Procurement Unit
 TSU, Tarlac City
 (045) 982-4630 / (045) 606-8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1	pack	BAG, brown paper (large, 100's/pack)	5		
2	pack	BAG, brown paper (small, 100s/pack)	5		
3	pack	BAG, kraft brown paper bags - large (100/pack)	5		
4	pack	BAG, kraft brown paper bags - small (100/pack)	5		
5	pack	CARTOLINA, Black	1		
6	pack	CERTIFICATE HOLDER, A4 size (8.27x11.69)	10		
7	piece	CERTIFICATE HOLDER, size 8 5" x 11"	6		
8	piece(s)	CHALK, colored, dustless, 100's/box	10		
9	box	CLIP, Bulldog, 3"	50		
10	piece	CORK BOARD, (120 cm by 80 cm)	1		
11	piece	CORK BOARD, 3 x 4ft	4		
12	piece(s)	DESK TRAY, 3 Layers (wiremesh)	8		
13	box	ENVELOPE, documentary, short, 500pcs/box	1		
14	piece	FOLDER, clipboard, legal	7		
15	piece	FOLDER, Long White	230		
16	piece	FOLDER, tagboard, short, 100pcs/pack	1		
17	box	FRAME, for Award Certificate, Diploma or Document frame	5		
18	piece(s)	FRAME, Wooden	10		
19	piece	GLUE GUN, small	2		
20	piece(s)	GLUE, all purpose	5		
21	tube	GLUE, solid white, 22 grams	142		

Warranty : _____

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

AUTHORIZED REPRESENTATIVE:

Signature : _____
 Printed Name : _____
 Date : _____
 Company Name Registered : _____
 E-mail Address : _____
 Contact no. : _____

BANK DETAILS:

Bank Name : _____
 Bank Address : _____
 Bank Account Name : _____
 Bank Account Number : _____

PRICE QUOTATION

Date: 7/1/22
 RFQ No. 433-2022
 PR No. 2020-08-235 (PROC)

The Bids and Awards Committee
 c/o Procurement Unit
 TSU, Tarlac City
 (045) 982 -4630 / (045) 606 -8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
22	piece	GLUE, Stick, Hot Melt, Big	10		
23	piece	GLUE, stick, size 7mm/11mm	60		
24	unit	GUN TACKER, T25	1		
25	piece	ILLUSTRATION BOARD, 30X40", 2 ply	14		
26	bottle(s)	INK REFILL, permanent marker, black	9		
27	bottle(s)	INK REFILL, whiteboard marker, black	57		
28	bottle(s)	INK REFILL, whiteboard marker, green	5		
29	piece	MARKER, DUAL POINT WATERPROOF PERMANENT CRYOGENIC, Multiple colors	10		
30	piece	MARKER, permanent, bullet type, black, refillable	2		
31	piece	MARKER, whiteboard, green	30		
32	set	MARKING PEN, 12 colored pens / set	3		
33	unit	MARKING PEN, fine marker point (0.5) for ID Validation	20		
34	ream(s)	PAPER, A3, 297x420 mm) 70gsm	50		
35	ream(s)	PAPER, Bond Paper, Short, 8.5 x 11 subs, 20	82		
36	ream(s)	PAPER, Colored, assorted, 8.5 x 11	4		
37	pack	PAPER, Index Card, 3"x5", ruled both sides, 500 pcs/pack	31		

Warranty : _____

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

AUTHORIZED REPRESENTATIVE:

Signature : _____
 Printed Name : _____
 Date : _____
 Company Name Registered : _____
 E-mail Address : _____
 Contact no. : _____

BANK DETAILS:

Bank Name : _____
 Bank Address : _____
 Bank Account Name : _____
 Bank Account Number : _____

PRICE QUOTATION

Date: 2/1/22
 RFQ No. 433-2022
 PR No. 2020-08-235 (PROC)

The Bids and Awards Committee
 c/o Procurement Unit
 TSU, Tarlac City
 (045) 982-4630 / (045) 606-8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
38	ream(s)	PAPER, Multi-purpose, colored, 80gsm, 8-1/2" x 11", blue, 500 sheets/ream (for SPMU use only)	1		
39	ream(s)	PAPER, Multi-purpose, colored, 80gsm, 8-1/2" x 11", pink, 500 sheets/ream (for SPMU use only)	2		
40	ream(s)	PAPER, Multi-purpose, colored, 80gsm, 8-1/2" x 11", yellow, 500 sheets/ream (for SPMU use only)	2		
41	piece(s)	PAPER, Vellum (long-white) 180 GSM	10,010		
42	pack	PHOTO PAPER, 108gsm, for inkjet printer, matte, 10's, short	2		
43	pack	PHOTO PAPER, A3, High Glossy, 230 gsm, 20 sheets/pack	10		
44	pack	PHOTO PAPER, A4, High glossy, 230gsm, 20sheets/pack	12		
45	pack	PIN, Dressmaker w/ Head Colored	12		
46	case	PIN, Push/Cork, flat head type, assorted colors, 100pcs/case	125		
47	piece(s)	PVC COVER, long 8 5" x 13" 300 MIRCRON	5,205		
48	piece(s)	RING BIND, 1" x 44 Black	300		
49	piece(s)	RING BINDER, (Black) 1/2 x 44	100		
50	piece(s)	RING BINDER, (Black) 5/8 x 44	300		

Warranty : _____

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

AUTHORIZED REPRESENTATIVE:

Signature : _____
 Printed Name : _____
 Date : _____
 Company Name Registered : _____
 E-mail Address : _____
 Contact no. : _____

BANK DETAILS:

Bank Name : _____
 Bank Address : _____
 Bank Account Name : _____
 Bank Account Number : _____

PRICE QUOTATION

Date: 9/1/22
 RFQ No. 433-2022
 PR No. 2020-08-235 (PROC)

The Bids and Awards Committee
 c/o Procurement Unit
 TSU, Tarlac City
 (045) 982-4630 / (045) 606-8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
51	pack	SHEET PROTECTOR, Clear, 10 pcs./pck (Legal Size) as per sample	20		
52	piece(s)	SPOOL, R14216 Lift off tpe for use with Swintec	2		
53	bottle(s)	STAMP PAD INK, black, 50ml	8		
54	piece(s)	STAMP, Certified True Copy (Declaration of Real Property Value - Land)	15		
55	piece	STAMP, customized, wooden, manual	10		
56	piece	STAMP, dater (as per sample)	1		
57	sets	STAMP, Metal Stamp Die, Heavy Duty, 36 pcs, A Z & 0-9	2		
58	piece	STAMP, Paid/Date (as per sample)	1		
59	piece	STAMP, rubber stamp, (Certified True Copy - HRDMO)	1		
60	piece	STAMP, self-inking, 4-line	5		
61	piece(s)	STAMP, self-inking, customized for TSU Externally Generated (color grey), size 58mm x 22mm	2		
62	box	STAPLE WIRE, for Gun Tacker 13/4-6-8mm	2		
63	box	STAPLE WIRE, for T50 gun tacker	2		
64	pack	STICKER PAPER, 8'x11 (yellow or blue) 10's/pack	4		
65	pack	STICKER PAPER, glossy, A4 (10's per pack)	23		

Warranty : _____

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

AUTHORIZED REPRESENTATIVE:

Signature : _____
 Printed Name : _____
 Date : _____
 Company Name Registered : _____
 E-mail Address : _____
 Contact no. : _____

BANK DETAILS:

Bank Name : _____
 Bank Address : _____
 Bank Account Name : _____
 Bank Account Number : _____

PRICE QUOTATION

Date: 9/1/22
 RFQ No. 433-2022
 PR No. 2020-08-235 (PROC)

The Bids and Awards Committee
 c/o Procurement Unit
 TSU, Tarlac City
 (045) 982-4630 / (045) 606-8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
66	pack	STICKER PAPER, sticker, legal, matte 10's/pack	13		
67	pack	STICKER PAPER, sticker, short, Matte, White, (10's/pack)	20		
68	roll	STICKER PAPER, vinyl, matte, 4.15" x 164" (solvent based)	1		
69	roll	TAPE, double sided, 18m x 6mm, white	10		
70	roll	TAPE, double sided, 18mm x 10m	15		
71	roll	TAPE, duct, 48mm, 50 meters	5		
72	roll	TAPE, transparent, 1/2"	10		
73	box	THUMB TACKS, thumb tacks	50		
74	mat	T-PINS, (use for table skirting) 1-1/2" stainless steel pins, 50pcs/mat	12		
75	piece	WHITEBOARD, 4 x 3 ft	2		
76	unit	WHITEBOARD, magnetic, 3ft x 5 ft white high quality laminate on aluminum frame, including installation/mounting	1		
77	piece	WHITEBOARD, size 3ft. x 4ft.	3		
78	piece	WHITEBOARD, size 3x4"	2		

Warranty : _____

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

AUTHORIZED REPRESENTATIVE:

Signature : _____
 Printed Name : _____
 Date : _____
 Company Name Registered : _____
 E-mail Address : _____
 Contact no. : _____

BANK DETAILS:

Bank Name : _____
 Bank Address : _____
 Bank Account Name : _____
 Bank Account Number : _____



PHiGEP

Philippine Government Electronic Procurement System

Central Portal for
Philippine Government
Procurement Opportunities

Help

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8989793
Procuring Entity TARLAC STATE UNIVERSITY
Title Various Office Supplies
Area of Delivery Tarlac

Solicitation Number:	433-2022	Status	In-Preparation
Trade Agreement:	Implementing Rules and Regulations	Associated Components	3
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Supplies and Devices	Date Published	07/09/2022
Approved Budget for the Contract:	PHP 470,165.30	Last Updated / Time	06/09/2022 15:56 PM
Delivery Period:	30 Day/s	Closing Date / Time	13/09/2022 13:00 PM
Client Agency:			
Contact Person:	Juliet Elaine Acuna Carvasser Romulo Blvd. Tarlac City Tarlac Philippines 2300 63-045-6068157 julietelaineacuna@yahoo.com		

Description

for university use.

Line Items

Item No.	Description	Quantity	Unit
1	BAG brown paper (large, 100's/pack)	5	Pack
2	BAG brown paper (small, 100s/pack)	5	Pack
3	BAG kraft brown paper bags - large (100/pack)	5	Pack
4	BAG kraft brown paper bags - small (100/pack)	5	Pack
5	CARTOLINA black	1	Pack
6	CERTIFICATE HOLDER A4 size (8.27x11.69)	10	Pack
7	CERTIFICATE HOLDER size 8.5" x 11"	6	Piece
8	CHALK colored, dustless, 100's/box	10	Piece
9	CLIP Bulldog, 3"	50	Box
10	CORK BOARD (120 cm by 80 cm)	1	Piece
11	CORK BOARD 3 x 4ft	4	Piece
12	DESK TRAY 3 Layers (wiremesh)	8	Piece
13	ENVELOPE documentary, short, 500pcs/box	1	Box
14	FOLDER clipboard, legal	7	Piece
15	FOLDER Long White	230	Piece
16	FOLDER tagboard,short,100pcs/pack	1	Piece
17	FRAME for Award Certificate, Diploma or Document frame	5	Box
18	FRAME Wooden	10	Piece
19	GLUE GUN small	2	Piece

20	GLUE	all purpose	5	Piece
21	GLUE	solid white, 22 grams	142	Tube
22	GLUE	Stick, Hot Melt, Big	10	Piece
23	GLUE	stick, size 7mm/11mm	60	Piece
24	GUN TACKER	T25	1	Unit
25	ILLUSTRATION BOARD	30X40", 2 ply	14	Piece
26	INK REFILL	permanent marker, black	9	Bottle
27	INK REFILL	whiteboard marker, black	57	Bottle
28	INK REFILL	whiteboard marker, green	5	Bottle
29	MARKER, DUAL POINT WATERPROOF PERMANENT CRYOGENIC	Multiple colors	10	Piece
30	MARKER	permanent, bullet type, black, refillable	2	Piece
31	MARKER	whiteboard, green	30	Piece
32	MARKING PEN	12 colored pens / set	3	Set
33	MARKING PEN	fine marker point (0.5) for ID Validation	20	Unit
34	PAPER	A3, 297x420 mm) 70gsm	50	Ream
35	PAPER	Bond Paper, Short, 8.5 x 11 subs. 20	82	Ream
36	PAPER	Colored, assorted, 8.5 x 13	4	Ream
37	PAPER	Index Card, 3"x5", ruled both sides, 500 pcs/pack	31	Pack
38	PAPER	Multi-purpose, colored, 80gsm, 8-1/2" x 11", blue, 500 sheets/ream (for SPMU use only)	1	Ream
39	PAPER	Multi-purpose, colored, 80gsm, 8-1/2" x 11", pink, 500 sheets/ream (for SPMU use only)	2	Ream
40	PAPER	Multi-purpose, colored, 80gsm, 8-1/2" x 11", yellow, 500 sheets/ream (for SPMU use only)	2	Ream
41	PAPER	Vellum (long-white) 180 GSM	10,010	Piece
42	PHOTO PAPER	108gsm, for inkjet printer, matte, 10's, short	2	Pack
43	PHOTO PAPER	A3, High Glossy, 230 gsm, 20 sheets/pack	10	Pack
44	PHOTO PAPER	A4, High glossy, 230gsm, 20sheets/pack	12	Pack
45	PIN	Dressmaker w/ Head Colored	12	Pack
46	PIN	Push/Cork, flat head type, assorted colors, 100pcs/case	125	Box
47	PVC COVER	long 8.5" x 13" 300 MICRON	5,205	Piece
48	RING BIND	1" x 44 Black	300	Piece
49	RING BINDER	(Black) 1/2 x 44	100	Piece
50	RING BINDER	(Black) 5/8 x 44	300	Piece
51	SHEET PROTECTOR	Clear, 10 pcs./pack (Legal Size) as per sample	20	Pack
52	SPOOL	R14216 Lift off tpe for use with Swintec	2	Piece
53	STAMP PAD INK	black, 50ml	8	Bottle
54	STAMP	Certified True Copy (Declaration of Real Property Value - Land)	15	Piece
55	STAMP	customized, wooden, manual	10	Piece
56	STAMP	dater (as per sample)	1	Piece
57	STAMP	Metal Stamp Die, Heavy Duty, 36 pcs, A-Z & 0-9	2	Set
58	STAMP	Paid/Date (as per sample)	1	Piece
59	STAMP	rubber stamp, (Certified True Copy - HRDMO)	1	Piece
60	STAMP	self inking, 4-line	5	Piece
61	STAMP	self-inking, customized for TSU Externally Generated (color grey), size 58mm x 22mm	2	Piece
62	STAPLE WIRE	for Gun Tacker 13/4-6-8mm	2	Box
63	STAPLE WIRE	for T50 gun tacker	2	Box
64	STICKER PAPER	8"x11 (yellow or blue) 10's/pack	4	Pack
65	STICKER PAPER	glossy, A4 (10's per pack)	23	Pack
66	STICKER PAPER	sticker, legal, matte 10's/pack	13	Pack
67	STICKER PAPER	sticker, short, Matte, White, (10's/pack)	20	Pack

68	STICKER PAPER	vinyl, matte, 4.15" x 164" (solvent based)	1	Roll
69	TAPE	double sided, 18m x 6mm, white	10	Roll
70	TAPE	double sided, 18mm x 10m	15	Roll
71	TAPE	duct, 48mm, 50 meters	5	Roll
72	TAPE	transparent, 1/2"	10	Roll
73	THUMB TACKS	thumb tacks	50	Box
74	T-PINS	(use for table skirting) 1-1/2" stainless steel pins, 50pcs/mat	12	Pack
75	WHITEBOARD	4 x 3 ft	2	Piece
76	WHITEBOARD	magnetic, 3ft x 5 ft white high quality laminate on aluminum frame, including installation/mounting	1	Unit
77	WHITEBOARD	size 3ft. x 4ft.	3	Piece
78	WHITEBOARD	size 3x4"	2	Piece

Other Information

The bidders must download the attached documents in the associated component section.

Created by Juliet Elaine Acuna

Date Created 06/09/2022

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.