



Republic of the Philippines
ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY
Office of Bids and Awards Committee



Dingle, Iloilo
5035 Philippines

Telephone No. (033) 3371591/(63) 09612077089

Website: www.iscof.edu.ph / Email: iscofdingle@yahoo.com / iscofdlecampus@gmail.com / dingle@iscof.edu.ph

REQUEST FOR QUOTATION
(RFQ No. 23-006)


The Iloilo State University of Fisheries Science and Technology -Dingle Campus, Dingle, Iloilo through its Bids and Awards Committee, intends to procure "Supply and Delivery of Various Office Supplies, Consumables and Materials" with the Approved Budget for the Contract (ABC) in the amount of Four Hundred Thousand Pesos Only (Php 400,000.00) chargeable against Fund 164 and accordance with Section 53.9 (Negotiated Procurement-Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of the RA 9184.

Please quote your best offer for the item described herein, subject to the Terms and Conditions provided at the last page of the Request for Quotation (RFQ). Submit your quotation duly signed by the authorized representative not later than April 17, 2023 @ 9:00am at the Bids and Awards Committee Office, 2nd Floor Administration Building.

A copy of the following are required to be submitted along with your signed quotation/proposal, to wit:

1. Mayors Permit/Business Permit
2. PHILGEPS Registration Certificate
3. DTI/SEC Registration
4. BIR
5. Statement of All Completed and On-Going Projects
6. ITR
7. Omnibus Sworn Statement

For any clarification, you may contact us at telephone nos. (033) 3371591/096120077089/09488865995 or email at iscofdingle@yahoo.com.


NOLI L. GERONA, Ph.D.
BAC Chairperson



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Name of Company: _____
Address: _____
Name of Store/Shop: _____
Address: _____
TIN No.: _____
PHILGEPS Registration No. : _____

INSTRUCTIONS:

1.) Accomplish this RFQ correctly and accurately.
2.) Do not alter the contents of this form in any way.
3.) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
4. Failure to follow these instructions will disqualify your entire quotation.

Sir/Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the items/ as follows:

TECHNICAL SPECIFICATION:

1.) Please quote your best offer for the item/s below. Please do not leave any blank items. Indicate "A" if the item is being offered is for free.
2.) Bidders must state "Comply" or any equivalent terms in the column "Bidders Statement of Compliance" against each of the individual parameters of each Specification.



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Item No.	Quantity	Unit	Particular	Bidder's Statement of Compliance	Unit Cost	Total Cost
			Office & Other Supplies			
1	5	pc	ADAPTOR			
2	50	pc	BALLPEN, Black			
3	50	pc	BALLPEN, Blue			
4	20	pc	BALLPEN, Red			
5	15	pc	BATTERY, AAA			
6	30	pc	BATTERY, AA			
7	5	box	BINDER CLIP, 3/4"			
8	5	box	BINDER CLIP, 1"			
9	5	box	BINDER CLIP, 1 5/8"			
10	10	box	BINDER CLIP, 2"			
11	15	pc	BOOK BINDER, Long 3"			
12	5	pack	BOARD PAPER, white, short			
13	100	ream	BOOKPAPER, long, s.20			
14	100	ream	BOOKPAPER, A4, s.20			
15	20	ream	BOOKPAPER, short, s.20			
16	2	unit	CALCULATOR, compact, 12 digits			
17	25	pc	CORRECTION TAPE, ROLLER TYPE			
18	2	pc	CUTTING MAT			
19	5	pc	DATER			
20	20	pc	DOUBLE SIDED TAPE, 1"			
21	20	pad	DTR			
22	200	pc	ENVELOPE, brown, for A4 size document			
23	300	pc	ENVELOPE, brown, for legal size document			
24	2	pack	ENVELOPE, MAILING,white, long, 50's			
25	2	pack	ENVELOPE, MAILING,white, short, 50's			
26	2	pc	EXTENSION CHORD, 5meters			
27	15	box	FASTENER, METAL, 70mm between prongs			
28	40	pc	FILING BOX, blue			
29	20	pc	FILING BOX , black			
30	20	pc	FILING BOX, red			
31	6	pc	FILING TRAY, steel, 2 layers			
32	2	pc	FILING TRAY, steel, 3 layers			
33	600	pc	FOLDER, white, short, ordinary			
34	800	pc	FOLDER, white, long, ordinary			
35	2	pc	GLUE GUN			
36	10	bottle	GLUE			
37	2	pc	HDMI, 5 meters			
38	10	pc	HIGHLIGHTER			
39	20	pc	MARKER, whiteboard, black, felt tip, bullet type			
40	30	ream	MIMEOPAPER, whitewove, long			