



MOUNTAIN PROVINCE STATE POLYTECHNIC COLLEGE

Bontoc Campus
Bontoc, Mountain Province

RFQ No.: 23-08-007TC
Issuance of RFQ:

REQUEST FOR QUOTATION

SIR/MADAM:

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

TERMS AND CONDITIONS

- 1. The Approved Budget for the Contract (ABC) is **PhP57,299.00**
- 2. Price Quotation should be inclusive of the 5% Final VAT and expanded withholding tax (EWT) of 1%.
- 3. Price Quotation shall be valid within thirty (30) calendar days from the deadline of submission of RFQ.
- 4. Delivery period is within ten (10) calendar days from receipt of Purchase Order.
- 5. If awarded the contract, processing and payment shall be made after complete delivery of services/supplies and final acceptance.
- 6. Refusal to accept an award maybe ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.
- 7. Place of delivery - Supply and Property Management Office, Bontoc Campus.
- 8. The procuring entity may terminate the contract, in whole or in part, at anytime for unsatisfactory service.

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	pc	Paper cutter, A3 Capacity		
2	pcs	3-hole puncher		
3	pcs	Externsion wire, 10 mtrs long		
4	boxes	Binder clips, 2"		
4	boxes	Binder clips, 1"		
4	boxes	Binder clips, ½"		
3	rolls	Duct tape 2", red, 10 yards		
3	rolls	Duct tape 2", green, 10 yards		
3	rolls	Duct tape 2", blue, 10 yards		
2	reams	Morocco paper, legal, light red		
2	reams	Morocco paper, legal, light pink		
2	reams	Morocco paper, legal, light blue		
2	reams	Colored paper, avia colors. Legal, red, 250 sheets		
2	reams	Colored paper, avia colors. Legal, green, 250 sheets		
2	reams	Colored paper, avia colors. Legal, pink, 250 sheets		

Note: 1. Total bid should not exceed the Approved Budget for the Contract, otherwise, not interested.
2. Please indicate the total amount of your bid.
3. The absence of a Landbank Account will deny you the opportunity to this bidding.

All qualified suppliers are invited to pick up Request for Quotation papers on _____, 2023 at the BAC Secretariat Office, Bontoc Campus.

Pleas submit in person or authorized representative your quotation with the following requirements:

- 1. Mayor's Permit/Business Permit
- 2. PhilGEPS registration Certificate

All sealed quotations must be submitted on or before _____ 2023 at 5:00 PM at the BAC Secretariat Office.

Mountain Province State Polytechnic College reserves the right to accept or reject any or all quotations and impose additional terms and conditions it may deem proper.

EDGAR G. CUE
College President

Date _____

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

Signature: _____
Printed Name: _____
Business/Trade Name: _____
Landbank Bank Account No _____
Tax Identification Number: _____
Business Address: _____
Contact Number: _____



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QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
2	reams	Colored paper, avia colors. Legal, orange, 250 sheets		
2	reams	Colored paper, avia colors. Legal, blue, 250 sheets		
20	packs	Specialty paper/board, white, 200 GSM, 200 gsm, 10pcs/pack		
2	reams	PVC/ clear cover, legal by 100's		
3	boxes	Paper clips, vinyl type, jumbo		
3	boxes	Paper clips, vinyl type, Gem		
3	pcs	Folder, 3 ring bind, 4 inches, red		
3	pcs	Folder, 3 ring bind, 3 inches, red		
3	pcs	Folder, 3 ring bind, 2 inches, red		
3	pcs	Folder, 3 ring bind, 4 inches, green		
3	pcs	Folder, 3 ring bind, 3 inches, green		
3	pcs	Folder, 3 ring bind, 2 inches, green		
3	pcs	Folder, 3 ring bind, 4 inches, blue		
3	pcs	Folder, 3 ring bind, 3 inches, blue		
4	pcs	Folder, 3 ring bind, 2 inches, blue		
2	boxes	Pencil, Mongol 2		

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Signature: _____
Printed Name: _____
Business/Trade Name: _____
Landbank Bank Account Nc _____
Tax Identification Number: _____
Business Address: _____
Contact Number: _____

Canvasser