



University of Science and Technology of Southern Philippines

INVITATION /REQUEST FOR SUBMISSION OF PRICE QUOTATION
Posted in PhilGEPS Website/Conspicuous Place at the Procuring Entity

The University of Science & Technology of Southern Philippines, through the Bids and Awards Committee (BAC) hereby invites interested parties to submit quotation for the procurement of the following item:

Reference No.	Qty.	Unit	Specification/Description	Budget for the Contract	Mode of Procurement
CDO-NP-SVP-2024-0033	Please see the details on the attached RFQ.	Please see the details on the attached RFQ.	PROPOSED PROCUREMENT OF THE SUPPLY AND DELIVERY OF COMMON OFFICE SUPPLIES AND EQUIPMENT FOR USTP-CDO (1ST QUARTER CY 2024)	114,767.01	Negotiated Procurement - Small Value Procurement - Section 53.9, Rule XVI, Revised IRR of RA 9184

Deadline for the submission of quotation is on Monday, February 12, 2024 at 12:00 noon at the Procurement Unit, 2nd Floor, USTP Gymnasium building. You may submit your quotation through fax number 856-4696/856-1739 or through personal delivery in a sealed envelope.

The University of Science & Technology of Southern Philippines reserves the right to accept or reject any or all bids / price quotations, to annul the process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

(SGD.)
ATTY. JONATHAN S. OCHE
BAC I CHAIRPERSON



University of Science and Technology of Southern Philippines

Date: **February 01, 2024**
 Quotation No: **CDO-NP-SVP-2024-0033**
 Project Name: **Proposed Procurement of the Supply and Delivery of common office Supplies and Equipment for USTP-CDO (1st Quarter CY 2024)**

The Manager

 Business/Trade/Store Name

 Address

Please quote your lowest price on the item/s listed below, subject to the general conditions below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **Monday, February 12, 2024**.

Please enclosed in a sealed envelope.

(SGD.)
ATTY. JONATHAN S. OCHE
 BAC I, CHAIRPERSON

- NOTE:
1. DELIVERY PERIOD OF 30 CALENDAR DAY UPON RECEIPT OF Purchase Order.
 2. **DELIVERY LOCATION: USTP-CDO, C. M Recto Avenue, Lapasan Cagayan De Oro City Misamis Oriental**
 3. PAYMENT TERMS: One Time Payment
 4. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS
 5. BIDDERS MUST INDICATE THE BRAND AND/OR MODEL NUMBER FOR EQUIPMENT AND ITS ACCESSORIES OR PERIPHERALS AND FOR ALL OTHER ITEMS IF APPLICABLE. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED IF APPLICABLE.
 6. THE USTP RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS FOR ANY JUSTIFIABLE GROUND WHERE THE AWARD OF THE CONTRACT WILL NOT REDOUND TO THE BENEFIT OF THE GOP.
 7. REQUIREMENTS: PHILGEPS REGISTRATION.

ITEM #	QTY	UNIT	DESCRIPTION AND SPECIFICATIONS	APPROVED UNIT COST (Php)	OFFER <small>(Suppliers must provide Brand, Model, and detailed technical specifications for each requirement. If your offer matches the specifications, please rewrite them in this column.)</small>	QUOTED UNIT PRICE PER OFFER
1	33.00	bottle	ALCOHOL, Ethyl, 500 mL	56.06	Delivery period in days:	Price validity:
2	117.00	gallon	ALCOHOL, Ethyl, 1 Gallon	496.50	Delivery period in days:	Price validity:
3	77.00	can	AIR FRESHENER	96.10	Delivery period in days:	Price validity:
4	5.00	bar	DETERGENT BAR	10.30	Delivery period in days:	Price validity:
5	8.00	pouch	DETERGENT POWDER, all purpose	97.24	Delivery period in days:	Price validity:
6	63.00	can	DISINFECTANT SPRAY	165.88	Delivery period in days:	Price validity:
7	1.00	can	FLOOR WAX, paste type, red	148.72	Delivery period in days:	Price validity:



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8	15.00	can	FURNITURE CLEANER	249.39	Delivery period in days:	Price validity:
9	48.00	bottle	HAND SOAP, liquid	47.25	Delivery period in days:	Price validity:
10	9.00	kilo	RAGS	62.92	Delivery period in days:	Price validity:
11	10.00	pack/roll	TRASHBAG, Large size	65.21	Delivery period in days:	Price validity:
12	5.00	pack/roll	TRASHBAG, XL size	101.82	Delivery period in days:	Price validity:
13	1.00	piece	WASTEBASKET	48.05	Delivery period in days:	Price validity:
14	10.00	roll	TWINE, plastic	77.79	Delivery period in days:	Price validity:
15	28.00	pack	TISSUE, INTERFOLDED PAPER TOWEL	32.03	Delivery period in days:	Price validity:
16	40.00	pack	TOILET TISSUE PAPER, 2 ply	110.97	Delivery period in days:	Price validity:
17	68.00	bottle	HAND SANITIZER	96.10	Delivery period in days:	Price validity:
18	43.00	can	INSECTICIDE	283.71	Delivery period in days:	Price validity:
19	10.00	roll	CAUTION TAPE, 300m/roll	330.00	Delivery period in days:	Price validity:
20	2.00	pcs	Office Trash Bin, small	33.00	Delivery period in days:	Price validity:

After having carefully read and accepted for General Conditions, I/We quote on the item at prices noted above.

Surio-Janitorial Supplies
 RFQ No. : CDO-NP-SVP-2024-0033
 BAC RES. No: ALT-23-0950 s. 2023
 PR No.: 2024-APP-CSE

 Printed Name/Signature

 Cellphone/Contact No./address/E-mail

 Date