



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
SYS-SVP-2026-0211	Please see the details on the attached RFQ.	Please see the details on the attached RFQ.	Procurement for Supplies and Materials, Rentals, Tshirts, Customized Token, Leis and Plaque and Meals and Snacks for 2026 Charter Day Activities	369,200.00	Small Value Procurement - Section 34, Rule IV, IRR of R.A. No. 12009

Deadline for the submission of quotation is on Monday, August 17, 2026 at 12:00 noon at the Procurement Unit, 2nd Floor, USTP Gymnasium building. You may submit your quotation through email: bacsec@ustp.edu.ph or call our telephone number 856-1738 Local 1164 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. MICHELLE MARAVILLOSA-BACARRA
BAC II CHAIRPERSON



University of Science and Technology of Southern Philippines

Date: **August 12, 2026**

Quotation No: **SYS-SVP-2026-0211**

Project Name: **Procurement for Supplies and Materials, Rentals, Tshirts, Customized Token, Leis and Plaque and Meals and Snacks for 2026 Charter Day Activities**

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, August 17, 2026 at 12:00 noon**.

Please enclosed in a sealed envelope.

(SGD.)

ATTY. MICHELLE MARAVILLOSA-BACARRA

BAC II, CHAIRPERSON

NOTE:

1. DELIVERY PERIOD OF **7** CALENDAR DAY UPON RECEIPT OF Purchase Order.
2. **DELIVERY LOCATION: SUPPLY OFFICE,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 (Suppliers must provide Brand, Model, and detailed technical specifications for each requirement. If your offer matches the specifications, please rewrite them in this column.)	QUOTED UNIT PRICE PER OFFER
1	1.00	pc/s	Customized Acrylic Medal <i>Acrylic Plaque (1st place) for ESCENA: Films on Stage</i> (Please see attached layout)	2,000.00	Delivery period in days:	Price validity:
2	1.00	pc/s	Customized Acrylic Medal <i>Acrylic Plaque for 3rd Booth</i> (Please see attached layout)	1,500.00	Delivery period in days:	Price validity:
3	1.00	pc/s	Customized Acrylic Medal <i>Acrylic Plaque for Best Booth (Champion)</i> (Please see attached layout)	2,000.00	Delivery period in days:	Price validity:
4	4.00	pc/s	Customized Acrylic Medal <i>Acrylic Plaque for Minor Awards</i> (Please see attached layout)	750.00	Delivery period in days:	Price validity:

5	10.00	pc/s	Customized Acrylic Medal <i>Acrylic Plaque for Minor Awards</i> (Please see attached layout)	750.00	Delivery period in days:	Price validity:
6	6.00	pc/s	Customized Acrylic Medal <i>Basketball: Acrylic Plaques</i> (Please see attached layout)	1,000.00	Delivery period in days:	Price validity:
7	80.00	pc/s	Customized Acrylic Medal <i>For Tribute to Partners: Acrylic Plaque NBSC, DTI Mis. Or, IPSEC, CUMC, NMMC, COA, DEPDEV, DOST, DBM, PRC, PIA, DEPED, DOLE, DA, DILG, DPWH, NTC, PHIVIDEA, DBP, GSIS, DAP, PAG-IBIG, SSS, LBP, 1ST & 2nd District Deputy Speaker, City Mayor, Vice Mayor, CEPALCO, Philhealth, Ace Medical CDO, XU, CSC Region X, BSU, CMU, CPSC, NTC, DENR, DHSUD, TESDA, PSA, PHIVIDEA, BJMP, BOI, NHA, PNP, RDC, ADP, PICMAW, CEED, PMCI, NCIP, IEEE, PICE, PSME, FCOF, Mayor Claveria, ORO Chamber, ECCP, Mayor Alubijid, Magsaysay, Gitagum, El Salvador, Provincial Governor, DOH, NMSCST</i> (Please see attached layout)	1,500.00	Delivery period in days:	Price validity:
8	65.00	pc/s	Customized Acrylic Medal <i>Volleyball: Acrylic Medals</i> (Please see attached layout)	70.00	Delivery period in days:	Price validity:
9	6.00	pc/s	Customized Acrylic Medal <i>Volleyball: Acrylic Plaques</i> (Please see attached layout)	1,000.00	Delivery period in days:	Price validity:
10	65.00	pc/s	Customized Acrylic Medals <i>Basketball: Acrylic Medals</i> (Please see attached layout)	70.00	Delivery period in days:	Price validity:
11	1.00	pc/s	Customized Acrylic Plaque <i>Acrylic Plaque for (2nd place) for ESCENA: Films on Stage</i> (Please see attached layout)	1,800.00	Delivery period in days:	Price validity:
12	1.00	pc/s	Customized Acrylic Plaque <i>Acrylic Plaque for 2nd Booth</i> (Please see attached layout)	1,800.00	Delivery period in days:	Price validity:
13	1.00	pc/s	CUSTOMIZED ACRYLIC PLAQUES <i>(1st place) for Ritmo: USTP Latin Dance Competition</i> (Please see attached layout)	2,000.00	Delivery period in days:	Price validity:

14	1.00	pc/s	CUSTOMIZED ACRYLIC PLAQUES (2nd place) Ritmo: USTP Latin Dance Competition (Please see attached layout)	1,800.00	Delivery period in days:	Price validity:
15	1.00	pc/s	CUSTOMIZED ACRYLIC PLAQUES (3rd place) Ritmo: USTP Latin Dance Competition (Please see attached layout)	1,500.00	Delivery period in days:	Price validity:
16	3.00	pc/s	Customized Leis Customized, Size: 2.5 Made of jacquard Trimmings (Please see attached layout)	200.00	Delivery period in days:	Price validity:
17	3.00	pc/s	Customized Leis Customized, Size: 2.5 Made of jacquard Trimmings (Please see attached layout)	200.00	Delivery period in days:	Price validity:
18	30.00	pc/s	Customized Leis Leis: For Guests and Board Members (Please see attached layout)	200.00	Delivery period in days:	Price validity:
19	10.00	pc/s	Customized Plaques Plaques for Topnotchers (Please see attached layout)	1,500.00	Delivery period in days:	Price validity:
20	30.00	pc/s	Customized Token Acrylic Keychain (for topnotchers and board members) (Please see attached layout)	60.00	Delivery period in days:	Price validity:
21	43.00	pc/s	Customized Token Acrylic Keychain (Please see attached layout)	60.00	Delivery period in days:	Price validity:
22	20.00	pc/s	Customized Token Canvass Tote Bag (Sublimation Print) (Please see attached layout)	150.00	Delivery period in days:	Price validity:
23	30.00	pc/s	Customized Token Clear Mug with Wooden Lid (for topnotchers and board members) (Please see attached layout)	220.00	Delivery period in days:	Price validity:
24	30.00	pc/s	Customized Token Cork Notebook with Pen (DTF/UV Sticker Print) (Please see attached layout)	220.00	Delivery period in days:	Price validity:
25	30.00	pc/s	Customized Token Cork Notebook with Pen (for topnotchers and board members) (Please see attached layout)	220.00	Delivery period in days:	Price validity:
26	80.00	pax	Customized Token Token for Partners/Guest (food package) Please see attached layout	700.00	Delivery period in days:	Price validity:

27	20.00	bndl	CUSTOMIZED TOKENS <i>Abaca Bag (medium)</i> <i>Cork Notebook with pen</i> <i>Clear Mug with wooden lid</i> <i>Automatic Foldable Umbrella</i> <i>Bamboo Pen</i> <i>Acrylic Keychain</i> <i>Ref Magnet</i> <i>(Please see attached layout)</i>	995.00	Delivery period in days:	Price validity:
28	20.00	bndl	CUSTOMIZED TOKENS <i>Abaca Bag (medium)</i> <i>Cork Notebook with pen</i> <i>Clear Mug with wooden lid</i> <i>Bamboo Pen</i> <i>Acrylic Keychain</i> <i>Ref Magnet</i> <i>(Please see attached layout)</i>	650.00	Delivery period in days:	Price validity:
29	20.00	bndl	CUSTOMIZED TOKENS <i>Abaca Bag (medium)</i> <i>Cork Notebook with pen</i> <i>Clear Mug with wooden lid</i> <i>Bamboo Pen</i> <i>Acrylic Keychain</i> <i>Ref Magnet</i> <i>(Please see attached layout)</i>	745.00	Delivery period in days:	Price validity:
30	56.00	bndl	CUSTOMIZED TOKENS <i>Canvass Tote Bag (Sublimation Print)</i> <i>Automatic Foldable Umbrella</i> <i>Sports Jug 500 ml</i> <i>(Please see attached layout)</i>	580.00	Delivery period in days:	Price validity:
31	6.00	bndl	CUSTOMIZED TOKENS <i>Canvass Tote Bag (Sublimation Print)</i> <i>Cork Notebook with Pen</i> <i>Clear Mug with Wooden Lid</i> <i>Acrylic Keychain</i> <i>(Please see attached layout)</i>	650.00	Delivery period in days:	Price validity:
32	44.00	pc/s	Customized Tokens <i>Ref Magnet</i> <i>(Please see attached layout)</i>	40.00	Delivery period in days:	Price validity:
33	2.00	pc/s	CUSTOMIZED TOKENS <i>Ref Magnet</i> <i>(Please see attached layout)</i>	40.00	Delivery period in days:	Price validity:
34	40.00	pc/s	Customized Tokens for winners <i>Bamboo Pen</i> <i>(Please see attached layout)</i>	55.00	Delivery period in days:	Price validity:
35	30.00	pc/s	Customized Tokens for winners <i>Clear Mug with Wooden Lid</i> <i>(Decal/Laser Engraved Lid)</i> <i>(Please see attached layout)</i>	220.00	Delivery period in days:	Price validity:



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36	3.00	pc/s	Name Plate (for 3 paintings of USTP Musuem) 10" x 4" Sublimation Metal Sheet (Please see attached layout)	1,000.00	Delivery period in days:	Price validity:
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After having carefully read and accepted for General Conditions, I/We quote on the item at prices noted above.

Sitoy-Plaques and Tokens

RFQ No. : SYS-SVP-2026-0211

BAC RES. No: SYS-MOP-2026-0028, ,

PR No.: 2026-1234-46

Printed Name/Signature

Cellphone/Contact No./address/E-mail

Date