



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon

INVITATION /REQUEST FOR SUBMISSION OF PRICE QUOTATION
Posted in PhilGEPS Webstie/Conspicuous Place at the Procureing 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
RFQ-Shopping-061-2021	Please see details below	Please see details below	Negotiated Procurement of Improvement of Common Office Supplies and Resources	₱77,500.00	Shopping 52.1b-Section, Rule XVI, Revised IRR of RA 9184

Deadline for the submission of quotation is on May 13, 2022 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. KENNETH M. KEMPIS
BAC II Chairman



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon

Date: May 10, 2022
Quotation No.: RFQ-SHOPPING-061-2022

Name of Project: Procurement for the Improvement of Common Office Supplies and Resources

The Manager

Cagayan de Oro City

Please quote your lowest price on the item/s listed below, subject to the general Conditions stated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than May 13, 2022 at 12:00 noon. Please enclosed in a sealed envelope.

sgd.
ATTY. KENNETH M. KEMPIS

BAC II Chairman

- NOTE:
1. DELIVERY PERIOD WITHIN 7 CALENDAR DAYS UPON RECEIPT OF PO.
 2. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS
 3. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED. (if applicable)
 4. THE USTP RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS FOR ANY JUSTIFIABLE AND REASONABLE GROUND WHERE THE AWARD OF THE CONTRACT WILL NOT REDOUND TO THE BENEFIT OF THE GOP.
 5. REQUIREMENTS: 1) PHILGEPS REGISTRATION (PLATINUM MEMBERSHIP).

ITEM #	QTY	UNIT	DESCRIPTIONS AND SPECIFICATIONS	APPROVED UNIT COST (php)	UNIT PRICE
1	100	pc	Ballpen (Ballpen (black), fine tips)	25.00	
2	90	ream	Bond Paper (Bond Paper, S-20 Long)	250.00	
3	22	ream	Bond Paper (Bond Paper, S-20 Short)	250.00	
4	100	ream	Bond Paper (Bond Paper, S-20, A4)	250.00	
5	100	pcs	Brown Envelope (Brown Envelope (Long))	10.00	
6	10	pack	Certificate Paper	80.00	
7	60	pcs	Expandable Envelop (Expandable Envelop (yellow))	50.00	
8	40	pcs	Porta file (Porta file, long, black)	250.00	
9	16	box	Sign Pen (Sign Pen, Black, 0.5mm needle tip)	300.00	
10	30	box	Vinyl Coated Paper clip ()	80.00	

Delivery Period:

Price Validity:

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

Clarín-Ballpen
RFQ-Shopping-061-2022
Resolution No. 391 s. 2022
PR No. 202204-514

Tel. #/address/e-mail add

Date