



**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 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
RFQ- Shopping- 073-2021	Please see details below	Please see details below	<b>Negotiated Procurement of Office supplies for USTP Villanueva Campus</b>	<b>₱54,467.00</b>	Shopping 52.1b-Section, Rule XVI, Revised IRR of RA 9184

Deadline for the submission of quotation is on June 01, 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. JONATHAN S. OCHE  
BAC I Chairman



University of Science and Technology of Southern Philippines

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Date: May 27, 2022

Quotation No.: RFQ-SHOPPING-073-2022

Name of Project: Procurement for the Office supplies for USTP Villanueva Campus

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 June 01, 2022 at 12:00 noon. Please enclosed in a sealed envelope.

sgd.  
ATTY. JONATHAN S. OCHE

BAC I 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	73	pack	AAA Alkaline battery (2-piece pack 10X longer lasting)	130.00	
2	1	pc	Accession Record Book (A4, 70gsm)	550.00	
3	20	pc	Baronial Envelopes - size #5, White	16.50	
4	2	pack	Baronial Envelopes - size #7, White	22.00	
5	10	pack	Brown Envelope (Long) ( )	124.00	
6	5	pc	Calculator Casio BASIC Office Supplies (Black/Blue)	770.00	
7	1	roll	Cartolina (10 pcs per Roll -Yellow)	75.00	
8	10	pc	Clipboard with cover black/blue (Long)	90.00	
9	5	pc	Expanding File Folder Document storage (with handle 13 Pockets Siz	410.00	
10	8	pc	Folder w/cover - White, long	23.75	

11	1	pc	Logbook	288.00	
12	10	box	PAPER, Multi-Purpose COPY (A4, 70gsm)	1,340.00	
13	40	pc	Ring Binder File (color: Blue)	165.00	
14	63	pack	Size AA Alkaline battery (4-piece pack 10X longer lasting)	200.00	
15	10	pc	Stamp pad ink (color: blue or violet, 50ml)	121.00	
16	10	pc	Tabbing (Letters)	165.00	

**Delivery Period:**

**Price Validity:**

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

Rabaya-Battery  
RFQ-Shopping-073-2022  
Resolution No. 500 s. 2022  
PR No. 202204-631

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Tel. #./address/e-mail add

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Date