



## REQUEST FOR QUOTATION (RFQ)

### **Vision:**

*A center of excellence in instruction, research, extension and production directed towards global and sustainable human development.*

The Basilan State College (BaSC), through its Bids and Awards Committee (BAC), will undertake a Small Value Procurement for the **P.R. 18-115 “Office Materials and Equipment for the College Library”** with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

### **Mission:**

*Basilan State College shall provide quality human resources equipped with adequate knowledge, skills, and attitude in technological, vocational and professional fields of instruction, research, extension, and production to improve the quality of life of its clientele.*

### **CORE VALUES (ACCESS)**

A - ACCOUNTABILITY  
C - COMMITMENT  
C - CULTURAL SENSITIVITY  
E - EXCELLENCE  
S - SPIRITUAL UPRIGHTNESS  
S - SERVICE

**Name of Project : Office Materials and Equipment for the College Library**

**Brief Description of the Project : Computer, Steel Cabinets, Book Ends and Sofa Set**

**Location : Basilan State College, Isabela City, Basilan**

**Approved Budget of the Contract : Two Hundred Seventy Seven Thousand Pesos Only (P 277,000.00)**

**Date of Opening of Bids : August 16, 2018, 10:00 am at the CAO Office, Admin. Building, Basilan State College, Isabela City, Basilan**

**Delivery Date : Seven (7) days upon approval of sample and receipt of Purchase Order**

Interested suppliers are required to submit their valid and current Mayor's Permit and PhilGEPS Registration Certificate, and price quotation (Annex "A").

Submission of quotation and eligibility documents is on or before 10:00 a.m. of August 16, 2018, at the Chief Administrative Office, Administrative Building, Basilan State College, Isabela City, Basilan

For inquiry, you may contact us at cel. no. 09957982366 or email us at [rsnarimin@gmail.com](mailto:rsnarimin@gmail.com) and/or [basc.cao@gmail.com](mailto:basc.cao@gmail.com)

Very truly yours,

**NENENG M. MONTONG-HUSIN**  
BAC Chairperson

## PRICE QUOTATION FORM

\_\_\_\_\_  
Date

Bids and Awards Committee  
Basilan State College  
Isabela City, Basilan

Sir/Madam:

After having carefully read and accepted the terms and conditions in the **Request for Quotation for P.R. 18-115 – Office Materials and Equipment for the College Library**, hereunder is our quotation/s for the item/s as follows:

Item #	Qty	Unit	Particulars	Unit Cost	Total Cost
1	3	set	Desktop Computer (Core i5)		
2	10	unit	Movable Steel Shelves		
			*Height - 200 cm		
			*Width - 90 cm		
3	1	unit	Steel Cabinet ( 4 Drawers)		
4	200	pc	Book Ends (Black)		
5	10	pc	Scotch tape (1")		
6	1	set	Sofa (Big)		
NOTE: Attach specifications and brand name with pictures.					
GRAND TOTAL					

(Amount in Words)

\_\_\_\_\_

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_

Name/Signature of Representative

\_\_\_\_\_

Name of Company

\_\_\_\_\_

Contact Number