
	Republic of the Philippines ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY La Paz, Iloilo City	Department:	Bids and Awards Committee
	REQUEST FOR QUOTATION	Doc. Code:	QF-BAC-02
		Rev. No.:	00
		Effective Date:	July 1, 2022


(PR/JR NO.) : **SVP-2022-255**

Date : _____
 Doc Track No. : **44903**

TO: ALL PROSPECTIVE SUPPLIERS

1. The **Iloilo Science and Technology University (ISAT U)** through the Office of ***the BIDS and AWARDS COMMITTEE***, intends to procure **HAND TAP AND OTHER INSTRUCTIONAL SUPPLIES AND MATERIALS** for CY **2022**, in accordance with Section **53.9** (Negotiated Procurement – ***Small Value Procurement***) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.
2. The Approved Budget for the Contract (ABC) is ***One hundred five thousand five hundred fifty pesos (105,550.00)***. The period for the performance of this obligations shall not go beyond the validity of the appropriations for this project. For purposes of evaluation, comparison and ranking of bids/offers, the suppliers who submitted the single / lowest calculated responsive quotation shall be awarded the Purchase Order after evaluation by the Technical Working Group (TWG).
3. The Procurement Mechanism to be used is ***"BY LOT"***.
4. Please quote your **best offer** for item/s described herein, **subject to the *(Terms of Conditions/Technical Specifications)*** of this Request for Quotation (RFQ). Subject your quotation duly signed by your authorized representative **not later than 3:00 PM** on _____ at the Procurement Management Office (PMO) – BAC Secretariat Office, ISAT U, Burgos St., La Paz, Iloilo City. Quotations may also be submitted through email at the address and contact numbers indicated below.
5. Quotation shall be enclosed in a sealed envelope and addressed the PMO – BAC Secretariat at the address given above. The envelope should have the PR/JR Number boldly and conspicuously identified.
6. The successful proponent must be able to meet the following requirements:
 - 6.1 The **Terms and Conditions/Technical Specifications**, as provided.
 - 6.2 The **Schedule of Requirements**, as provided.
 - 6.3 A copy of your 2022 **Business Permit/Mayor's Permit** and **PhilGEPS Registration Number** is also required to be submitted along with your signed quotation/proposal. (see GPPB Resolution No. 09-2020 Item 6.2)
 - 6.4 The **Omnibus Sworn Statement (GPPB-prescribed forms), Income/Business Tax Return for ABC's above PHP 500,000.00** will also be required to be submitted *prior to award*. (see GPPB Resolution No. 09-2020 Item 6.3)
7. The quotation should be valid for sixty (60) calendar days from the due date indicated above.
8. ISAT U reserves the right to request for additional documents that it deems necessary in order to make any decision or any quotation.
9. All prospective suppliers must fill out the RFQ provided by ISAT U. Any quotation other than what is provided by the Procuring Entity (PE) or is patently not complying with the RFQ requirements may not be considered.
10. ISAT U reserves the right to accept or reject any quotation, to annul the procurement process, or not to award the contract without thereby incurring any liability to the affected bidders.
11. Submission of quotation in response to this request shall be construed as commitment to undertake the services in accordance with the terms and conditions or specifications, and schedule of implementation set forth in this RFQ.
12. For any clarification, you may contact us at (033) 320-7184 local no. 133 or email us at bac.isatu@gmail.com


Corazon C. Corbal, Ph.D.
 BAC Chair

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INSTRUCTIONS

1. Accomplish this RFQ correctly, accurately and completely.
2. Do not alter the contents of this form in any way.
3. All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
4. Failure to follow these instructions will disqualify your entire quotation.

TECHNICAL SPECIFICATION

1. Please quote your **best offer** for item/s below. Please not leave any blank items. Indicate "F" if the item offered is for FREE or "NA" for NOT AVAILABLE in the "Total Cost" if applicable.
2. Bidders must state "**Comply**" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each Specification.

Item No.	Product Category	Description/Specification	ABC per Line Item (If applicable)	QTY	Unit	<i>To be filled up by Supplier</i>			
						Bidder's Offer (State brand & model)	Bidder's Statement of Compliance	Unit Cost (VAT Inclusive)	Total Cost (VAT Inclusive)
1	Hand Tap	M12 x 1.75		1	set				
2	Hand Tap	M10 x 1.5		1	set				
3	Hand Tap	M10 x 1.25		1	set				
4	Hand Tap	M8 x 1.25		1	set				
5	Hand Tap	½ 13NC		1	set				
6	Center Drill	Center Drill #4		10	pcs				
7	Tool Bit	Tool Bit 5/16		3	box				
8	Drill Set	Drill Set 1/64-1/2-inch x 1/64		3	set				
9	Drill Set	Drill Set 1/mm-12mm		1	set				
10	Welding Electrode	3/32 Stainless electrode		5	kg				
11	Welding Electrode	1/8 cast iron electrode		1	kg				
12	Tungsten Electrode	Tungsten Electrode 3/32		5	pcs				
13	Welding Electrode	1/8, E6013 electrode 20kg/box		3	boxes				
14	Welding Electrode	1/8, E6011 electrode 20kg/box		3	boxes				

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15	Welding Wire	MIG welding wire, 1.0 mm A18 sg2	2	Roll/s pool				
16	Hydraulic Oil	Hydraulic Oil (oil 10)	5	liters				
17	Cutting Fluids	Range: xdp 905 (5L)	2	gallon				
18	Lubricating Oil	Range: Synthetic blend SAE 10W	5	gallon				
19	Grease	Range: Multi-purpose Lithium Synthetic Grease MP3 1kg	1	kg				
20	Tig Filler Rod	Mild Steel; ER70S-6; 2.5 diameter x 1m	2	kg				
21	Tig Filler Rod	Ss304, 1.6mm x 1m length	2	kg				
		xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx For official use of Mechanical and Welding and Fabrication Department for this year 2021-2022 Requested by: (Rene L. Celda)						
TOTAL								

SCHEDULE OF REQUIREMENT		
Particular	University Requirement	Supplier's Offer
Delivery Period	30 calendar days upon receipt of PO	
Warranty Period	1 year for equipment	
After Sales Services (If applicable)		

SUPPLIER'S INFORMATION	
Supplier's Business Name	
Supplier's Business Address	
Contact No.	
Fax No.	
Email Address	
TIN No.	
PhilGEPS Registration No.	



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Signature over Printed Name

Position/Designation

Date