

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

(PR/JR NO.) : SVP-2024-069

Date : MAR 13 2024

Doc Track No. : 67229

**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 **CUTTING BOARD AND OTHER KITCHEN TOOLS** for CY 2024, 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 Thirty Three Thousand One Hundred Pesos (133,100.00)**. 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 MAR 19 2024 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 2024 **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) 320-7190 local no. 133 or email us at bac.isatu@gmail.com

  
**ENIEDA G. CORONA**  
 BAC Chairperson



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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 do 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	<b>Cutting Board</b>	White Heavy Duty Plastic Cutting Board (14" x 10" x 1")		2	pcs				
2	<b>Cutting Board</b>	Green Heavy Duty Plastic Cutting Board (14" x 10" x 1")		1	pc				
3	<b>Paring knife</b>	3.5 inches paring knife; High Carbon Stainless Steel		2	pcs				
4	<b>Chef's knife 8"</b>	8 inches chef's knife; Best Quality Carbon Steel with high quality plastic handle		2	pcs				
5	<b>Honing Steel</b>	12-inch carbon steel sharpening rod, plated with nickel-chrome.		1	pc				
6	<b>Cutting Board Drying Rack</b>	6 slots rust-resistant stainless steel cutting board rack, Approx. dimension 8.5" D x 8.5" W x 6.5" H, can hold enough space for each cutting up to 2 inches thick.		2	pcs				



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7	<b>Glass crate rack</b>	24 square compartment glass rack plastic material	6	pcs				
8	<b>30cm Mixing Bowl</b>	Made of high quality food grade thick stainless steel material, rust proof, thick material, dishwasher safe	6	pcs				
9	<b>Kawa/Talyasi</b>	XL size approx. 69cm x 64 cm x HIGH 22cm, high quality and thick aluminium material with two handle	1	pc				
10	<b>Aluminium Pot (Kaldero)</b>	Approx. 40 liter capacity, 40cm diameter; 40 cm height; high quality and thick aluminium material with dual handle.	1	pc				
11	<b>C50 Heavy duty gas stove</b>	Industrial Heavy duty 4 Bumer Gas Stove; high quality cast iron material	1	pc				
12	<b>Dinner Plate</b>	10-inch High Quality Dinner Plate, Porcelain material, Microwave safe, Dishwasher safe	200	pcs				
13	<b>Cup and Saucer (6pcs per set)</b>	8oz Cup and Saucer / Porcelain / Microwave Safe / High Quality	20	sets				
14	<b>Water goblet</b>	High quality glass and breakage resistant water goblet; approx. 280-300ml volume capacity.	100	pcs				
15	<b>Soup bowl with handle</b>	High Quality white ceramic soup bowl breakage resistant, approx. 220-250ml volume capacity; Stackable soup bowl with double handle; approx. 4" diameter, 2.25" height	100	pcs				
16	<b>Buffet Food Lamp</b>	Stainless buffet lamp, plain silver design, high grade material, Light bulb included, Heavy duty and stable	2	unit				
17	<b>Chaffing Dish Round Roll Top</b>	Silver color, approx. 6 liters capacity food warmer, <b>Material:</b> Food grade stainless Steel <b>Inclusion:</b> 1pc round food pan, 1 pc water pan, 1pc stand with glass and cover burner	3	unit				





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

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Date