Republic of the Philippines
MOUNTAIN PROVINCE STATE UNIVERSITY
Bontoc Campus
Bontoc, Mountain Province

RFQ No.: 26-03-005BAC/PS
Issuance of RFQ:

REQUEST FOR QUOTATION

_____
_____

SIR/MADAM:

Please quote your lowest price for the following items enumerated below, taking into consideration the following :

TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) is **PhP363,385.00**
2. Price Quotation should be inclusive of the 5% Final VAT and expanded withholding tax (EWT) of 1%.
3. Price Quotation shall be valid within thirty (30) calendar days from the deadline of submission of RFQ.
4. Delivery period is within ten (10) calendar days from receipt of Purchase Order.
5. If awarded the contract, processing and payment shall be made after complete delivery of services/supplies and final acceptance.
6. Refusal to accept an award maybe ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.
7. Place of delivery - Supply and Property Management Office, Bontoc Campus.
8. The procuring entity may terminate the contract, in whole or in part, at anytime for unsatisfactory service.

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
100	reams	Bond Paper, long 8.5x13		
6	bot	Ink, Brothers (BT D60BK)		
6	bot	Ink, Brothers (BT5000C)		
6	bot	Ink, Brothers (BT5000M)		
6	bot	Ink, Brothers (BT5000Y)		
6	bot	Ink, Brothers, BTD100, Black		
6	bot	Ink, Brothers, BTD100, Cyan		
6	bot	Ink, Brothers, BTD100, Magenta		
6	bot	Ink, Brothers, BTD100, Yellow		
2	pcs	Toner TN228 Black (Ineo +226i)		
2	pcs	Toner TN228 Cyan (Ineo +226i)		
2	pcs	Toner TN228 Magenta (Ineo +226i)		
2	pcs	Toner TN228 Yellow (Ineo +226i)		
1	bot	Alcohol, Ethyl, 500ml		
10	pcs	Sign pen, extra tip, black		
10	pcs	Sign pen, extra tip, blue		
10	pcs	Sign pen, fine tip, black		
10	pcs	Sign pen, fine tip, blue		
10	pcs	Sign pen, fine tip, red		
10	pcs	Sign pen, medium tip, black		
10	pcs	Sign pen, medium tip, blue		
10	pcs	Sign pen, medium tip, red		
1	bot	Stamp pad, ink		
2	pcs	External hard drive		
7	pcs	flash drive		
5	pcs	Clip Board, long		

Note: ***1. Total bid should not exceed the Approved Budget for the Contract, otherwise, not interested.***
2. Please indicate the total amount of your bid.
3. The absence of a Landbank Account will deny you the opportunity to this bidding.

All qualified suppliers are invited to pick up Request for Quotation papers on _____, 2026 at the BAC Secretariat Office, Bontoc Campus.

Please submit in person or authorized representative your quotation with the following requirements:

1. ***Mayor's Permit/Business Permit***
2. ***PhilGEPS registration Certificate***

All sealed quotations must be submitted on or before_____ 2026 at 5:00 PM at the BAC Secretariat Office.

Mountain Province State University reserves the right to accept or reject any or all quotations and impose additional terms and conditions it may deem proper.

EDGAR G. CUE
University President

_____
Date

I have read and understood the Terms & Conditions stated above.
By signing this quote, I hereby agree and bind myself to the Terms & Conditions.

Signature: _____
Printed Name: _____
Business/Trade Name: _____
Landbank Account No: _____
Tax Identification Number: _____
Business Address: _____
Contact Number: _____

_____
Canvasser