



Republic of the Philippines
MOUNTAIN PROVINCE STATE UNIVERSITY

Bontoc Campus
Bontoc, Mountain Province

RFQ No.:
Issuance of RFQ:

26-05-005SPMO

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 **PhP1,828,275.00**
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
500	pcs	Bond Paper Legal, 80gsm		
250	pcs	Bond Paper A4, 80gsm		
200	packs	Battery AA		
50	pcs	Stamp Pad, felt		
300	boxes	Ballpen Black		
300	boxes	Ballpen Blue		
200	boxes	Ballpen Red		
200	bot	Ink 008, Black		
75	bot	Ink 008, Cyan		
75	bot	Ink 008, Yellow		
75	bot	Ink 008, Magenta		
250	bot	Ink 003, Black		
75	bot	Ink 003, Cyan		
100	bot	Ink 003, Yellow		
75	bot	Ink 003, Magenta		
100	bot	Brother Ink, black		
50	bot	Brother Ink, cyan		
50	bot	Brother Ink, magenta		
50	bot	Brother Ink, yellow		
20	pcs	Scissors		
20	pcs	Maintenance Box for L15150		
20	pcs	Maintenance Box for L6290		
200	pcs	Highlighter		
5	packs	Hard Board Cover, A4		
5	packs	Hard Board Cover, long		
5	packs	PVC Cover A4		
100	roll	Tape, Double Sided Tape 1"		
50	bot	Ink 664, black		
50	bot	Ink 664, cyan		
50	bot	Ink 664, magenta		

- 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.

Date

EDGAR G. CUE
University President

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