



Republic of the Philippines

MARINDUQUE STATE COLLEGE

Bids and Awards Committee

Main Campus: Boac / Branches: Santa Cruz • Torrijos • Gasan

Panfilo P. Manguera Sr. Rd., Tanza, Boac, Marinduque 4900

Tel. No. : (042) 332-0662 loc. 108 Email Address: bac@marinduquestatecollege.edu.ph

REQUEST FOR QUOTATION

HOTEL ACCOMMODATION FOR GUESTS DURING THE 13TH ANNUAL NATIONAL KAMPO KALIKASAN & LEADERSHIP TRAINING

The **MARINDUQUE STATE COLLEGE** through its Bids and Awards Committee invites suppliers/manufacturers/distributors/contractors to apply for eligibility and to bid for the hereunder project/s. Bid in excess of the ABC shall be automatically rejected at the bid opening.

Name of the Project	: Hotel Accommodation
ABC	: P163,500.00
Location	: MSC, Tanza, Boac, Marinduque
Source of Fund	: Fund 164

In view of this, may we request you to submit your proposed quotation. The following requirements, terms and conditions are for your compliance.

1. Completely filled out Request for Quotations Form/s – containing required technical specifications of the above items, bidder's description and unit price.
2. Bid security may be in the form of Bid Securing Declaration or 2% of the approved budget for the contract, if in cash.
3. **Complete eligibility requirements as per RA 9184. Said documents shall form part of the evaluation and requirement before issuance of Notice of Award.**
4. Prices must be VAT inclusive.

Request for Quotation Forms may be secured from the MSC BAC Office upon payment to the MSC Cashier of a non-refundable amount of **One Hundred (P100.00)** Pesos. It may also be downloaded from the website of Philippine Government Electronic Procurement System (PhilGEPS), provided that bidders shall pay the fee for the Bidding Documents not later than the submission of their bids.

Eligibility documents and/or completely filled out RFQ forms may be submitted at the MSC Supply Office or at the at the Office of the BAC Chairman, Ground Floor Administration Building, Marinduque State College, Tanza, Boac, Marinduque on or before **September 25, 2018/2:00PM**.

For inquiries/clarifications, please email us at mcsbac2011@gmail.com or please call the BAC Secretariat at Telefax Nos. (042) 332-2863.

Approved by:

DR. DIOSDADO P. ZULUETA

Chairman, Bids and Awards Committee



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Standard Form Number: SF-GOOD-60

Revised on: May 24, 2004

Standard Form Title: **Request for Quotation**

Date: _____

Quotation No. 135

PR No.: 164-18-08-342

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **September 25, 2018/2:00PM** in a sealed envelope.


Dr. DIOSDADO P. ZULUETA

Chairman, Bids & Awards Committee

- Note:
1. All entries must be typewritten
 2. Delivery period within 5 (five) calendar days
 3. Warranty shall be for a period of six (6) months for supplies & materials, one (1) year for equipment, from date of acceptance by the procuring entity
 4. Price validity shall be for a period of 30 (thirty) calendar days
 5. Bidders shall submit original brochures showing certifications of the product being offered.
 6. Payment terms = no COD
 7. **The bid must be complete, bids not addressing or providing all of the required items shall be considered non-responsive and thus, automatically disqualified.**
 8. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the bid.
 9. Award shall be made using the pass/fail criteria.

FOR: OSA activity

QTY	UNIT	ITEMS/END-USERS DESCRIPTION	BIDDER'S DESCRIPTION	UNIT PRICE	TOTAL PRICE
60	pax	Accommodation for 4 days with breakfast,			
		Merienda, dinner and use of facilities and			
		IT equipment for the 13 th Annual National			
		Kampo Kalikasan and Leadership Training			

ABC: P163,500.00

Brand and Model : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

 Printed Name / Signature

 Tel. No. / Cellphone No. /E-mail address