



# REQUEST FOR QUOTATION (RFQ) No. 413-2024

Procurement Unit

The Tarlac State University (TSU), through its Bids and Awards Committee (BAC) and Procurement Unit, will undertake an **Alternative Method of Procurement through Negotiated Procurement** for the items stated below, in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The TSU hereinafter referred to as "the Buyer", now requests submission of a price quotation for the subject below:

Purchase Request No.	DESCRIPTION/PARTICULARS	APPROVED BUDGET FOR THE CONTRACT (ABC) inclusive of VAT
2024-05-210 (PROCUREMENT)	VARIOUS CLOTH	117,000.00
Purpose: APP 1st Quarter 2024		

Philgeps Posting: Active Date: 5/23/24 Closing Date: 5/29/24 Category: GARMENT Reference No.: 10890180

Interested suppliers are required to submit the following documents:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Valid and Current Mayor's / Business Permit | <input type="checkbox"/> Latest Income / Business Tax Return |
| <input checked="" type="checkbox"/> Proof of PhilGeps Registration              | <input checked="" type="checkbox"/> Omnibus Sworn Statement  |
|   | <input type="checkbox"/> Brochure, if applicable             |

TSU Condition of Sale:

- Delivery Schedule: 30 calendar days from receipt of approved PO/NTP
- Bid Validity: 1w calendar days from submission of bids
- Delivery Site: Supply and Property Management Unit, Tarlac State University  
(045) 606-8159 / (045) 982-2605
- Warranty shall be for a period minimum of three (3) months of expendable supplies, or a supplies/equipment after acceptance by the procuring entity of the delivered

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which comply with the minimum technical specifications and other terms and conditions stated herein.

Any alteration, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1) and eligibility documents is not later than 5/29/24 at the Procurement Unit, Admin Building Tarlac State University, Tarlac City. Open submission may be done manually or through email at [tsucanvassing@gmail.com](mailto:tsucanvassing@gmail.com)

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the underperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten (10%) percent of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The TSU reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of R.A 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

  
**ELENA MAY T. TEOFILO**  
 Head, Procurement Unit

## PRICE QUOTATION

Date: 5/21/2024  
 RFQ No. 413-2024  
 PR No. 2024-05-210 (PROCUREMENT)

The Bids and Awards Committee  
 c/o Procurement Unit  
 TSU, Tarlac City  
 (045) 982-4630 / (045) 606-8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1	piece	<b>CHEESECLOTH</b> , Cheesecloth, Grade 90, 54 Sq Feet, 100% Unbleached Cotton Fabric, Ultra Fine Reusable Cheesecloth	10		
2	piece	<b>SEAT COVERS</b> , plain colors, stretchable or garterized (blue)	50		
3	piece	<b>SEAT COVERS</b> , plain colors, stretchable or garterized (green)	50		
4	piece	<b>SEAT COVERS</b> , plain colors, stretchable or garterized (red)	50		
5	piece	<b>SEAT COVERS</b> , plain colors, stretchable or garterized (white)	50		
6	piece	<b>SEAT COVERS</b> , plain colors, stretchable or garterized (yellow)	50		
7	roll	<b>TABLE CLOTH</b> , Geena silk fabric maroon	2		
8	roll	<b>TABLE CLOTH</b> , Geena silk fabric royal blue	2		
9	roll	<b>TABLE CLOTH</b> , Geena silk fabric, golden yellow	2		
10	roll	<b>TABLE CLOTH</b> , maroon, katrina fabric	2		
11	roll	<b>TABLE CLOTH</b> , white, katrina fabric	2		
12	piece	<b>TABLE CLOTH</b> , White, Oxford for Rectangular Table 6 seaters. Size: 60' x 144' (152.4cm x 365.76 cm)	10		
13	piece	<b>TABLE CLOTH</b> , White, Oxford for Round Table Size: 90-120' floor length 228.6 cm to 304.8cm	10		
14	piece	<b>TABLE CLOTH</b> , White, Oxford for Square Table Size: Floor length (108' x 108') Lap Length (72' x 72')	10		
15	roll	<b>TABLE CLOTH</b> , yellow, katrina fabric	2		
16	piece	<b>TABLE NAPKIN</b> , oxford white 20x20 inches	20		
17	piece	<b>TABLE RUNNER</b> , / SEAT RUNNER, satin-plain colors (dark blue or burgundy red) with 5-8 inches in width and 1 yard in length	50		

Warranty : \_\_\_\_\_

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

**AUTHORIZED REPRESENTATIVE:**

Signature : \_\_\_\_\_  
 Printed Name : \_\_\_\_\_  
 Date : \_\_\_\_\_  
 Company Name Registered : \_\_\_\_\_  
 E-mail Address : \_\_\_\_\_  
 Contact no. : \_\_\_\_\_  
**BANK DETAILS:**  
 Bank Name : \_\_\_\_\_  
 Bank Address : \_\_\_\_\_  
 Bank Account Name : \_\_\_\_\_  
 Bank Account Number : \_\_\_\_\_



# PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10880180  
**Procuring Entity** TARLAC STATE UNIVERSITY  
**Title** Various Cloth  
**Area of Delivery** Tarlac

<b>Solicitation Number:</b>	413-2024	<b>Status</b>	Pending
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Garments	<b>Date Published</b>	23/05/2024
<b>Approved Budget for the Contract:</b>	PHP 117,000.00	<b>Last Updated / Time</b>	22/05/2024 11:16 AM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	29/05/2024 13:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Tutchie Panlilio Clerk TSU, Romulo Blvd. San Vicente, Tarlac City, Philip Tarlac City Tarlac Philippines 2300 63-045-6068142  tsucanvassing@gmail.com		

#### Description

APP 1st Quarter 2024

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Original (PHP)
1	CHEESECLOTH	Cheesecloth, Grade 90, 54 Sq Feet, 100% Unbleached Cotton Fabric, Ultra Fine Reusable Cheesecloth.	10	Piece	2,000.00
2	SEAT COVERS	plain colors, stretchable or garterized (blue)	50	Piece	7,500.00
3	SEAT COVERS	plain colors, stretchable or garterized (green)	50	Piece	7,500.00
4	SEAT COVERS	plain colors, stretchable or garterized (red)	50	Piece	7,500.00
5	SEAT COVERS	plain colors, stretchable or garterized (white)	50	Piece	7,500.00
6	SEAT COVERS	plain colors, stretchable or garterized (yellow)	50	Piece	7,500.00
7	TABLE CLOTH	Geena silk fabric maroon	2	Roll	10,000.00
8	TABLE CLOTH	Geena silk fabric royal blue	2	Roll	10,000.00
9	TABLE CLOTH	Geena silk fabric, golden yellow	2	Roll	10,000.00
10	TABLE CLOTH	maroon, katrina fabric	2	Roll	5,000.00
11	TABLE CLOTH	white, katrina fabric	2	Roll	5,000.00
12	TABLE CLOTH	White, Oxford for Rectangular Table 6 seaters. Size: 60' x 144' (152.4cm x 365.76 cm)	10	Piece	3,500.00
13	TABLE CLOTH	White, Oxford for Round Table Size: 90-120' floor length 228.6 cm to	10	Piece	5,000.00

		304.8cm			
14	TABLE CLOTH	White, Oxford for Square Table Size: Floor length (108' x 108') Lap Length (72' x 72')	10	Piece	5,000.00
15	TABLE CLOTH	yellow, katrina fabric	2	Roll	5,000.00
16	TABLE NAPKIN	oxford white 20x20 inches	20	Piece	4,000.00
17	TABLE RUNNER, / SEAT RUNNER	satin- plain colors (dark blue or burgundy red) with 5-8 inches in width and 1 yard in length	50	Piece	15,000.00

**Other Information**

The bidders must download the attached documents in the associated component section.

**Created by** Tutchie Panlilio

**Date Created** 22/05/2024

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