



Solicitation GDS-AMP-25-288B

**REQUEST FOR QUOTATIONS**

Project Title:	<b>Purchase of Semi-Expendable Office Equipment, Semi-Expendable ICT Equipment and Semi-Expendable Communication Equipment for use in the University Registrar's Office</b>		
ABC:	<b>PhP 83,600.00</b>	Fund Source:	<b>F-01</b>
Mode of Procurement	<b>Negotiated Procurement under Small Value Procurement (Section 53.9)</b>	Mode of Evaluation	<b>Per item</b>
Implementing Office/ End-user/s:	<b>URO / SOPHIA A. ROMERO</b>	Delivery Period/s:	<b>Ten (10) cd after receipt of NTP</b>
Required Document/s:	<div><input checked="" type="checkbox"/> Mayor's Permit <input checked="" type="checkbox"/> PhilGEPS Registration Number <input type="checkbox"/> Income/Business Tax Return <input checked="" type="checkbox"/> Omnibus Sworn Statement</div> <div><input checked="" type="checkbox"/> Tax Clearance (Per RR017-2024 EO398 Series 2005, Updated) <input checked="" type="checkbox"/> If Representative, please attach SPA (Special Power of Attorney) or Authorization Letter from the owner</div>		
Price Validity: <b>45 calendar days</b>			

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions provided at the last portion, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than AUG 07 2025<sup>12NN</sup> sealed in an envelope. Failure to submit with this form the above listed eligibility requirements with check (✓) shall automatically disqualify the bids.

**FRANCISCO D. SERRANO**  
UBAC Secretariat for Goods & Services

After having carefully read and accepted the Terms, Conditions and Description/Specification, I/We comply and submit our quotation/s for the item/s as follows:

Item	Qty/ UOM	Description	ABC	Compliance to Specification		Offer	Unit Price	Total
				YES	NO			
1	4-unit	<b>PRINTER (A4 Wi-Fi All-in-One Tank Printer)</b> Print, scan, copy Compact integrated tank design High yield ink bottles Spill-free, error-free refilling Wi-Fi & Wi-Fi Direct Seamless setup Borderless printing up to 4R Heat-Free Printing Technology *Warranty: 1 Year	57,600.00					
2	1-unit	<b>PORTABLE BLUETOOTH SPEAKER WITH TROLLEY</b> Dimension(WxHxD): 290 x 415 x 272mm Black   Bluetooth 5.0   8" Bass   U-segment Wireless Microphone Built-in 6600mah Lithium Battery   Up To 7hrs Battery Life   USB/SD Card Input *Warranty: At least 6 months - See attached photo for reference	8,400.00					
3	1-unit	<b>CCTV CAMERA -with installation and viewing setup by the supplier</b> Indoor Smart Security Camera   2K HD (2304×1296)   360° Horizontal Pan, 108° Vertical Tilt   Built-in Microphone & Speaker   H.265 Video Compression   MicroSD up to 256GB   Cloud Storage Option   App Control (iOS &	4,800.00					



BIDS AND AWARDS COMMITTEE

2/F A.P. Bonto Bldg., Bicol University Main Campus, Rizal St., Legazpi City  
Mobile No. 09171874046  
Telefax: (052) 830-4310  
university-bac@bicol-u.edu.ph

		Android)   5V 2A Micro USB Adapter   1 Year Warranty See attached photo for reference						
4	1-unit	<b>CEILING FAN</b> 5-Speed Wall Regulator   56" Blade Sweep   High-Speed Performance   Thermal Fuse Protection   70W Motor   Up to 300 RPM   2-Year Warranty	4,800.00					
5	4-unit	<b>2 WAY WINDOW INTERCOM SYSTEM</b> GLASS PA SPEAKER AND MICROPHONE WITH ADJUSTABLE VOLUME Auto dual-way intercommunication ,anti-interference and noise-free function Special anti-side tone processing chip, with automatic squelch function, and can effectively eliminate the squeal With unique circuit and design - in the same time period only one side can speak, and the other side will not be allow to speak, so as to ensure that both sides can clearly hear each other. With recorder jack, can output both route's sound and signal. Adopts high-powered microphone, elegant appearance, the voice is lifelike and clear, the volume of master station and substation can be adjusted separately. *Warranty: At least 6 months See attached photo for reference	8,000.00					
			TOTAL BID PRICE:					

Printed Name/Signature/T.I.N. #

Contact Numbers/e-mail address





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### TERMS & CONDITIONS

1. All entries must be typewritten or in BLOCK LETTERS;
2. Bidders shall provide correct and accurate information required in this form.
3. The following shall be observed in accomplishing the Quotation/Proposal forms:

Item	Qty UOM	Description	ABC	Compliance to Specification		Offer	Unit Price	Total
				YES	NO			
				<b>TOTAL BID PRICE:</b>				
<i>1. Check if compliant with the specifications or not;</i> <i>2. State the Brand/Model offered and /or alternate offer if checked "NO" in the compliance;</i> <i>3. State the Unit Price in accordance with the UOM;</i> <i>4. State the TOTAL Bid Price for all Items with Bid</i>								

4. Detailed literature or brochure of the offer, as may be applicable, shall be submitted to support statement of compliance of the technical specification
5. Price quotation/s must be valid for a period of 45 calendar days from the submission date.
6. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable, and quotations exceeding the Approved Budget for the Contract shall be rejected.
7. Cash on Delivery (C.O.D.) as payment term is not allowed per agency Accounting Policy.
8. Payment Term and/or Delivery Term indicated shall be understood to be in adherence with the standard Government Terms and/or conditions stipulated in these forms;
9. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein;
10. Proposal/Quotation forms issued by the designated canvasser or those acquired electronically, either downloaded from the BU website or the PhilGEPS or requested thru e-mail, shall bear original signature over printed name of the authorized representative of the bidder;
11. Submission of proposal/quotation forms through e-mail shall be allowed, specifically for suppliers outside the Province of Albay, provided that the originally signed forms shall be transmitted to BAC Secretariat through courier; non-receipt of which shall automatically disqualify the bids;
12. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/
13. Proposals and documents shall be submitted on the following address:  
*The BAC Chairperson*  
2/F A.P. Bonto Bldg., Bicol University Main Campus, Rizal St., Legazpi City  
(052) 742-5922
14. The Bicol University-BAC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical requirements.
15. Implementation of the project shall be in accordance with the provisions of the Revised Rules and Regulations of R.A. 9184.
16. In case of two bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, The Bicol University shall adopt and employ "draw lots" as the tie breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
17. Payment shall be made after delivery and upon the submission of the required supporting documents i.e Order Slip and/or Billing statement, by the supplier, contractor or consultant.
18. The item/s shall be delivered according to the accepted offer of the bidder.
19. Item/s delivered shall be inspected on the scheduled date and time of the Bicol University. The delivery of the item/s shall be acknowledged upon delivery to confirm the compliance with the technical specification.
20. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The Bicol University may terminate the contract once the cumulative amt. of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
21. The Procuring Entity may cancel or terminate the Contract at any time on accordance with the grounds provided under RA No. 9184 and its revised IRR.