



REQUEST FOR QUOTATION (RFQ) No. 631-2024

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
2024-311 (OHRDM-PMU)	LABOR AND MATERIALS: FLOWER ARRANGEMENT SERVICES	50,000.00
<i>Purpose: for Service Awards 2024.</i>		

Philgeps Posting: Active Date: 8/9/24 Closing Date: 8/14/24 Category: SERVICEST Reference No.: 1113388

Interested suppliers are required to submit the following documents:

- Valid and Current Mayor's / Business Permit
- Proof of PhilGeps Registration
- Latest Income / Business Tax Return
- Omnibus Sworn Statement
- Brochure, if applicable

TSU Condition of Sale:

1. Delivery Schedule: 1 calendar days from receipt of approved PO/NTP
2. Bid Validity: 120 calendar days from submission of bids
3. Delivery Site: Supply and Property Management Unit, Tarlac State University
(045) 606-8159 / (045) 982-2605
4. 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 1-2) and eligibility documents is not later than 8/14/24 at the Procurement Unit, Admin Building Tarlac State University, Tarlac City. Open submission may be done manually or through email at **tsucanvassing@gmail.com**

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 J. TEOFILO
 Head, Procurement Unit

PRICE QUOTATION

Date: 8/8/2024
 RFQ No. 631-2024
 PR No. 2024-311 (OHRDM-PMU)

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	lot	LABOR AND MATERIALS: FLOWER ARRANGEMENT SERVICES	1		
		Flower Arrangement for Stage Decoration- Podium Flowers and Center Table (40 pcs.) for Service Awards 2024 on October 18, 2024 at 3:00 PM in TSU Gymnasium.			
		Theme Color: Maroon/Red and Yellow Assorted Flowers: Red Roses and Carnation/Sunflower/Chrysanthemum			

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

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Philippine Government
Procurement Opportunities

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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11133881
Procuring Entity TARLAC STATE UNIVERSITY
Title Labor and Materials: Flower Arrangement Services
Area of Delivery Tarlac

Solicitation Number: 631-2024 Trade Agreement: Implementing Rules and Regulations Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) Classification: Goods Category: Services Approved Budget for the Contract: PHP 50,000.00 Delivery Period: 1 Day/s Client Agency:	Status	Pending
	Associated Components	3
	Bid Supplements	0
	Document Request List	0
	Date Published	09/08/2024
	Last Updated / Time	08/08/2024 13:46 PM
	Closing Date / Time	14/08/2024 13:00 PM
Contact Person: Tutchie Panlilio Clerk TSU, Romulo Blvd. San Vicente, Tarlac City, Philip Tarlac City Tarlac Philippines 2300 63-045-6068142 tsucanvassing@gmail.com		

Description

For Service Awards 2024

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Flower Arrangement	Stage Decoration- Podium Flowers and Center Table (40 pcs.) for Service Awards 2024 on October 18, 2024 at 3:00 PM in TSU Gymnasium. Theme Color: Maroon/Red and Yellow, Assorted Flowers: Red Roses and Carnation/Sunflower/Chrysanthemum	1	Lot	50,000.00

Other Information

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

Created by Tutchie Panlilio
Date Created 08/08/2024

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