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|--|---|-----------------|---------------------------|
|  | Republic of the Philippines<br><b>ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY</b><br>La Paz, Iloilo City | Department:     | Bids and Awards Committee |
|  | <b>REQUEST FOR QUOTATION</b>  | Doc. Code:      | QF-BAC-02                 |
|  |   | Rev. No.:       | 00                        |
|  |   | Effective Date: | July 1, 2022              |


(PR/JR NO.) : SVP-2024-191

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**TO: ALL PROSPECTIVE SUPPLIERS**

1. The **Iloilo Science and Technology University (ISAT U)** through the **Office of the BIDS and AWARDS COMMITTEE**, intends to procure **INSTRUCTIONAL SUPPLIES AND MATERIALS (AUTOMOTIVE TECHNOLOGY DEPARTMENT)** for CY 2024, in accordance with Section **53.9** (Negotiated Procurement – **Small Value Procurement**) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.
2. The Approved Budget for the Contract (ABC) is **Four Hundred Twenty Three Thousand One Hundred Pesos (423,100.00)**. The period for the performance of this obligations shall not go beyond the validity of the appropriations for this project. For purposes of evaluation, comparison and ranking of bids/offers, the suppliers who submitted the single / lowest calculated responsive quotation shall be awarded the Purchase Order after evaluation by the Technical Working Group (TWG).
3. The Procurement Mechanism to be used is **"BY LOT"**.
4. Please quote your **best offer** for item/s described herein, **subject to the (Terms of Conditions/Technical Specifications)** of this Request for Quotation (RFQ). Subject your quotation duly signed by your authorized representative **not later than 3:00 PM** on JUL 24 2024 at the Procurement Management Office (PMO) – BAC Secretariat Office, ISAT U, Burgos St., La Paz, Iloilo City. Quotations may also be submitted through email at the address and contact numbers indicated below.
5. Quotation shall be enclosed in a sealed envelope and addressed the PMO – BAC Secretariat at the address given above. The envelope should have the PR/JR Number boldly and conspicuously identified.
6. The successful proponent must be able to meet the following requirements:
  - 6.1 The **Terms and Conditions/Technical Specifications**, as provided.
  - 6.2 The **Schedule of Requirements**, as provided.
  - 6.3 A copy of your 2024 **Business Permit/Mayor's Permit** and **PhilGEPS Registration Number** is also required to be submitted along with your signed quotation/proposal. (see GPPB Resolution No. 09-2020 Item 6.2)
  - 6.4 The **Omnibus Sworn Statement (GPPB-prescribed forms), Income/Business Tax Return for ABC's above Php 500,000.00** will also be required to be submitted *prior to award*. (see GPPB Resolution No. 09-2020 Item 6.3)
7. The quotation should be valid for sixty (60) calendar days from the due date indicated above.
8. ISAT U reserves the right to request for additional documents that it deems necessary in order to make any decision or any quotation.
9. All prospective suppliers must fill out the RFQ provided by ISAT U. Any quotation other than what is provided by the Procuring Entity (PE) or is patently not complying with the RFQ requirements may not be considered.
10. ISAT U reserves the right to accept or reject any quotation, to annul the procurement process, or not to award the contract without thereby incurring any liability to the affected bidders.
11. Submission of quotation in response to this request shall be construed as commitment to undertake the services in accordance with the terms and conditions or specifications, and schedule of implementation set forth in this RFQ.
12. For any clarification, you may contact us at (033) 320-7190 local no. 133 or email us at bac.isatu@gmail.com

  
**ENIEDA G. CORONA**  
 BAC Chairperson

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### INSTRUCTIONS

1. Accomplish this RFQ correctly, accurately, and completely.
2. Do not alter the contents of this form in any way.
3. All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
4. Failure to follow these instructions will disqualify your entire quotation.

### TECHNICAL SPECIFICATION

1. Please quote your **best offer** for item/s below. Please do not leave any blank items. Indicate "F" if the item offered is for FREE or "NA" for NOT AVAILABLE in the "Total Cost" if applicable.
2. Bidders must state "**Comply**" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each Specification.

| Item No. | Product Category              | Description/Specification   | ABC per Line Item (If applicable) | QTY | Unit   | <i>To be filled up by Supplier</i>   |                                  |                           |                            |
|----------|-------------------------------|---|-----------------------------------|-----|--------|--------------------------------------|----------------------------------|---------------------------|----------------------------|
|          |                               |   |                                   |     |        | Bidder's Offer (State brand & model) | Bidder's Statement of Compliance | Unit Cost (VAT Inclusive) | Total Cost (VAT Inclusive) |
| 1        | <b>Supplies and Materials</b> | Air hose Reel, 8x12mm cotton braided, working pressure 250psi, Good Quality |                                   | 2   | spools |                                      |                                  |                           |                            |
| 2        | <b>Supplies and Materials</b> | Automotive Fuse box, 10 gangs/thick wire terminals                          |                                   | 10  | pcs    |                                      |                                  |                           |                            |
| 3        | <b>Supplies and Materials</b> | Auto wire., AWG No. 8, pure cooper, assorted color, standard                |                                   | 5   | spools |                                      |                                  |                           |                            |
| 4        | <b>Supplies and Materials</b> | Auto wire., AWG No. 14, pure cooper assorted color, standard                |                                   | 10  | spools |                                      |                                  |                           |                            |
| 5        | <b>Supplies and Materials</b> | Banana jack & plug, pair (male/female)                                      |                                   | 100 | pairs  |                                      |                                  |                           |                            |
| 6        | <b>Supplies and Materials</b> | 11 plates, 3SMF N70 Maintenance free  |                                   | 10  | pcs    |                                      |                                  |                           |                            |
| 7        | <b>Supplies and Materials</b> | Brake Fluid DOT 3   |                                   | 20  | liters |                                      |                                  |                           |                            |


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|----|-------------------------------|--|-----|----------|--|--|--|--|
| 8  | <b>Supplies and Materials</b> | Gasoline Fuel 95 octane rating                     | 100 | liters   |  |  |  |  |
| 9  | <b>Supplies and Materials</b> | Hightension Wire 4k (OEM)                          | 2   | sets     |  |  |  |  |
| 10 | <b>Supplies and Materials</b> | Sparkplug 4k                                       | 2   | boxes    |  |  |  |  |
| 11 | <b>Supplies and Materials</b> | Multi grade 15w-40 API CH-4                        | 4   | gallon   |  |  |  |  |
| 12 | <b>Supplies and Materials</b> | Multi grade 20w-50 API SN                          | 4   | gallon   |  |  |  |  |
| 13 | <b>Supplies and Materials</b> | Silicon sealant                                    | 10  | tube/40g |  |  |  |  |
| 14 | <b>Supplies and Materials</b> | Hi-Temp Grease Synthetic Lithium Complex Blue 15kg | 2   | kilos    |  |  |  |  |
| 15 | <b>Supplies and Materials</b> | 5 terminal type Voltage Regulator Good Quality     | 10  | pcs      |  |  |  |  |
| 16 | <b>Supplies and Materials</b> | Ignition Switch (Diesel) Good Quality              | 10  | pcs      |  |  |  |  |
| 17 | <b>Supplies and Materials</b> | Ignition Switch (Gasoline) Good Quality            | 10  | pcs      |  |  |  |  |
| 18 | <b>Supplies and Materials</b> | Hydraulic Oil API SAE 10                           | 5   | pail     |  |  |  |  |
| 19 | <b>Supplies and Materials</b> | Starter Motor 3k                                   | 3   | pcs      |  |  |  |  |
| 20 | <b>Supplies and Materials</b> | Starter Motor 4k                                   | 5   | pcs      |  |  |  |  |
| 21 | <b>Supplies and Materials</b> | Electrical tape Big Good Quality                   | 20  | pcs      |  |  |  |  |

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| 22 | <b>Supplies and Materials</b> | Screw driver flat chrome vanadium          | 10 | pcs    |  |  |  |  |
| 23 | <b>Supplies and Materials</b> | Philip Screw Driver chrome vanadium        | 10 | pcs    |  |  |  |  |
| 24 | <b>Supplies and Materials</b> | Eye Google                                 | 25 | pcs    |  |  |  |  |
| 25 | <b>Supplies and Materials</b> | Valve lapping stick                        | 6  | pcs    |  |  |  |  |
| 26 | <b>Supplies and Materials</b> | Fuel pump pressure Tester Set Good Quality | 2  | units  |  |  |  |  |
| 27 | <b>Supplies and Materials</b> | Snap ring pliers, external Good Quality    | 5  | pcs    |  |  |  |  |
| 28 | <b>Supplies and Materials</b> | Snap ring pliers, internal Good Quality    | 5  | pcs    |  |  |  |  |
| 29 | <b>Supplies and Materials</b> | Nitrogen Regulator Good Quality            | 2  | sets   |  |  |  |  |
| 30 | <b>Supplies and Materials</b> | Car Alarm                                  | 1  | unit   |  |  |  |  |
| 31 | <b>Supplies and Materials</b> | A/T fluid dextron IV/VI                    | 20 | liters |  |  |  |  |
| 32 | <b>Supplies and Materials</b> | Engine Oil 15w40                           | 20 | liters |  |  |  |  |
| 33 | <b>Supplies and Materials</b> | Sealant/ Adhesive BETA GRAY                | 10 | tubes  |  |  |  |  |
| 34 | <b>Supplies and Materials</b> | Tire Pressure Gauge good quality           | 2  | pcs    |  |  |  |  |
| 35 | <b>Supplies and Materials</b> | Belt tension gauge good quality            | 1  | unit   |  |  |  |  |



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| 36 | <b>Supplies and Materials</b> | Spark plug wrench good quality  | 1 | set  |  |  |  |              |
| 37 | <b>Supplies and Materials</b> | Pneumatic Air hose reel 10m good quality  | 3 | sets |  |  |  |              |
| 38 | <b>Supplies and Materials</b> | Box wrench  | 4 | sets |  |  |  |              |
| 39 | <b>Supplies and Materials</b> | Open end wrench good quality  | 4 | sets |  |  |  |              |
| 40 | <b>Supplies and Materials</b> | Socket wrench set good quality  | 4 | sets |  |  |  |              |
| 41 | <b>Supplies and Materials</b> | Crocodile jack ASTM   | 2 | sets |  |  |  |              |
|    |                               | x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x<br>For official use in Automotive Department Laboratory<br>(Jogie Cubar)<br>(Requested by: Jeanneth F. Darroca) |   |      |  |  |  |              |
|    |                               |   |   |      |  |  |  | <b>TOTAL</b> |

| <b>SCHEDULE OF REQUIREMENT</b>          |                                  |                  |
|---|----------------------------------|------------------|
| Particular                              | University Requirement           | Supplier's Offer |
| Delivery Period                         | <b>20 Days upon approval</b>     |                  |
| Warranty Period                         |                                  |                  |
| After Sales Services<br>(If applicable) | <b>With local service center</b> |                  |

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| <b>SUPPLIER'S INFORMATION</b> |  |
|-------------------------------|--|
| Supplier's Business Name      |  |
| Supplier's Business Address   |  |
| Contact No.                   |  |
| Fax No.                       |  |
| Email Address                 |  |
| TIN No.                       |  |
| PhilGEPS Registration No.     |  |

\_\_\_\_\_  
 Signature over Printed Name

\_\_\_\_\_  
 Position/Designation

\_\_\_\_\_  
 Date