



REQUEST FOR QUOTATION (RFQ) No. 279-2025

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
2025-05-191 (OMIS)	PROCUREMENT OF VARIOUS OFFICE FURNITURE	240,700.00
<i>Purpose: for Office use.</i>		

Philgeps Posting: Active Date: 5/22/25 Closing Date: 5/28/25 Category: FURNITURE Reference No.: 12057001

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"/> With Physical Store | <input type="checkbox"/> Brochure, if applicable |
| <input type="checkbox"/> FDA, if applicable | <input type="checkbox"/> Sample, if applicable |

TSU Condition of Sale:

1. Delivery Schedule: 30 calendar days from receipt of approved PO/NTP
2. Bid Validity: 60 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 5/28/25 at the Procurement Unit, Admin Building Tarlac State University, Tarlac City. Open submission may be done manually or through email at **tsucanvassing@gmail.com** (045) 606-8110.

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.

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MENCHIE DG. ABELLAR
 Head, Procurement Unit

PRICE QUOTATION

Date: 05/21/2025
 RFQ No. 279-2025
 PR No. 2025-05-191 (OMIS)

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	unit	STEEL MOBILE PEDESTAL DRAWER Pedestal with three drawers hard plastic top-with 3 drawers including 1 central lock, 1 pen tray and 1 file divider, 5 swivel caster built for ease on mobility, material powder coated steel color; powder coated light gray size: 400mm L x 560mmD x 660mmH	3		
2	unit	CONFERENCE TABLE 6-seater; Traditional style; Material: Malaysian Wood; Leatherette; table dimension: L63" x W36" x H30"; Set Includes: 1 table + 6 chairs; Chair; Tilt Lock Mechanism; 30mm Chrome Steel Base and PP Casters; Pneumatic Height Adjustment; 360degrees swivel function.	1		
3	unit	MODULAR CABINET MC#1 Steel filing cabinet 3-shelves with sliding glass; color: Beige; size: L-88cm x W-40cm x H-88cm	3		
4	unit	MOVABLE/FOLDABLE OFFICE PARTITION Material: Glass and Fabric Fabric: Merino Aquarius or any similar shade equivalent Endtrims: 3.2cm Measurements: W: 400cm, D: 200cm, H:180cm	1		
5	unit	OFFICE CHAIR Junior Executive; ergonomic swivel; mesh backrest; with arm rest; chrome leg	11		

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 : _____



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12057001
Procuring Entity TARLAC STATE UNIVERSITY
Title Procurement of Various Office Furniture
Area of Delivery Tarlac

Solicitation Number:	279-2025	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	3
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Furniture	Date Published	22/05/2025
Approved Budget for the Contract:	PHP 240,700.00	Last Updated / Time	21/05/2025 15:36 PM
Delivery Period:	30 Day/s	Closing Date / Time	28/05/2025 13:00 PM
Client Agency:			
Contact Person:	Tutchie Panlilio Clerk TSU, Romulo Blvd. San Vicente, Tarlac City, Philip Tarlac City Tarlac Philippines 2300 63-045-6068110 Ext.157 tsucanvassing@gmail.com		

Description

for Office use.

STEEL MOBILE PEDESTAL DRAWER

Pedestal with three drawers hard plastic top-with 3 drawers including 1 central lock, 1 pen tray and 1 file divider, 5 swivel caster built for ease on mobility, material powder coated steel color; powder coated light gray size: 400mm L x 560mmD x 660mmH

CONFERENCE TABLE

6-seater; Traditional style; Material: Malaysian Wood; Leatherette; table dimension: L63" x W36" x H30"; Set Includes: 1 table + 6 chairs; Chair; Tilt Lock Mechanism; 30mm Chrome Steel Base and PP Casters; Pneumatic Height Adjustment; 360degrees swivel function.

MODULAR CABINET

MC#1 Steel filing cabinet 3-shelves with sliding glass; color: Beige; size: L-88cm x W-40cm x H-88cm

MOVABLE/FOLDABLE OFFICE PARTITION

Material: Glass and Fabric
Fabric: Merino Aquarius or any similar shade equivalent
Endtrims: 3.2cm
Measurements: W: 400cm, D: 200cm, H:180cm

OFFICE CHAIR

Junior Executive; ergonomic swivel; mesh backrest; with arm rest; chrome leg

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	STEEL MOBILE PEDESTAL DRAWER	Pedestal with three drawers hard plastic top-with 3 drawers including 1 central lock, 1 pen tray and 1 file divider, 5 swivel caster built for ease on mobility, material powder coated	3	Unit	13,500.00

		steel color; powder coated light gray size: 400mm L x 560mmD x 660			
2	CONFERENCE TABLE	6-seater; Traditional style; Material: Malaysian Wood; Leatherette; table dimension: L63" x W36" x H30"; Set Includes: 1 table + 6 chairs; Chair; Tilt Lock Mechanism; 30mm Chrome Steel Base and PP Casters; Pneumatic Height Adjustment; 360degrees swiv	1	Unit	31,400.00
3	MODULAR CABINET	MC#1 Steel filing cabinet 3-shelves with sliding glass; color: Beige; size: L-88cm x W-40cm x H-88cm	3	Unit	23,100.00
4	MOVABLE/FOLDABLE OFFICE PARTITION	Material: Glass and Fabric Fabric: Merino Aquarius or any similar shade equivalent Endtrims: 3.2cm Measurements: W: 400cm, D: 200cm, H:180cm	1	Unit	126,500.00
5	OFFICE CHAIR	Junior Executive; ergonomic swivel; mesh backrest; with arm rest; chrome leg	11	Unit	46,200.00

Other Information

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

Note: Award shall be on a "per line item" basis.

For the complete specifications, please refer to the attached Request for Quotation

Created by Tutchie Panlilio

Date Created 21/05/2025

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