



### Request for Quotation

Date: 01/16/2020  
 P.R. No.: 2020-01-009

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_

Please quote your lowest price on the items listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached herewith.

REMEGIO G. DUYAN, JR.  
 BAC CHAIRMAN

- Note:
- All entries must be typewritten.
  - Delivery Period within \_\_\_\_\_ calendar days.
  - Warranty shall be for a period of (six) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.
  - Price validity shall be a period of 30 calendar days.
  - G-EPIS Registration Certificate shall be attached upon submission of the Quotation.
  - Bidders shall submit Original Brochures showing certification of the product being offered (optional).
  - Mode of delivery: ( ) pick-up (schedule) ( ) Door to Door Delivery

Item No.	Unit	Item and Description	QTY.	BID PRICE	
				UNIT PRICE	TOTAL PRICE
1	LOT	<b>Fabrication of Mobile Mechanical Dehusker for Coconut - see attached design</b>  <b>Note: all components/parts of spiked tooth (conical or triangular prism) should be AISI 1040</b> <b>Overall length 1.0m, overall width 0.90m, overall height 1.556m</b> <b>Components are the following:</b> <b>a.) Frame</b> -made of ordinary steel angle bar (2.5 inch x 2.5 inch x 4 mm)  <b>b.) Diesel engine</b> -Power source for the mobile dehusker -8hp with gearbox speed reducer. #REF! <b>c.) Dehusking components</b> -16 pieces 25mm diameter, 200mm length hollow cylinder with conical spiked tooth. -2 pc. 100mm diameter, 200mm length hollow cylinder with triangular prism spiked tooth #REF! <b>d.) Inlet chute and feeding mechanism</b> -inlet chute is made of ordinary steel plates 3mm thick -Inlet feeder 4 blade paddle made of ordinary steel plate -12.5mm shaft dia #REF! #REF! <b>e.) Outlet chute, Rubber Wheel, Pillow Blocks, Belt and Pulley, Spur Gears, Spring</b>	1		
<b>TOTAL</b>					
<b>Purpose: To fabricate the 1st prototype cacao machine (mechanical component only)</b>					

After having carefully read and accepted you General condition, I/We quote you on the item at price noted above.

\_\_\_\_\_  
 Printed Name / Signature

\_\_\_\_\_  
 Tel. No/Cellphone No.

\_\_\_\_\_  
 TIN No. of Establishment

\_\_\_\_\_  
 Date

Authorized Conasser

Form No. :FM-UseP-PUR-05  
 Issue Status :  
 Revision No. :00  
 Date Effective :10 October 2016

**WE BUILD DREAMS WITHOUT LIMITS**  
 Address: University of Southeastern Philippines  
 Tagum-Mabini Campus, Apokon  
 Tagum City, Philippines 8100

Telephone: (082) 227-81100  
 Website: www.usep.edu.ph  
 E-mail: useptagum@usep.edu.ph



**General Conditions**

**A. Submission of Requirements**

1. Quotations and other requirements stated below shall be submitted to the University of Southeastern Philippines, Bo. Obrero Davao City, Philippines on the date and time stated in this RFQ.
2. Supplier shall submit the following requirements :
  - a. Duly signed Request for Quotation. Prices shall be quoted in Philippine Pesos. **Statement of Compliance** must be accomplished by supplier
  - b. Valid Mayor's Permit
  - c. Original Brochures or certificates of the items offered showing its performance characteristics or specifications, if applicable

B. Price validity shall be 30 calendar days from the deadline of submission of quotation.

**C. Ocular Inspection**

Upon the decision of the End-User and BAC, the supplier and its concerned premises may be subjected to ocular inspection and approval by the End-User and/or TWG Inspections of the BAC prior to the award.

**D. Award**

The supplier that submitted the lowest calculated responsive quotation, and passed the ocular inspection conducted by the End-User and BAC prior to the event, if any, shall be awarded the contract.

**E. Evaluation of Quotations**

Quotations shall be compared and evaluated of the basis of the following criteria:

1. Completeness of Submission
2. Compliance with Item & Description Requirements
3. Price

**F. Instructions**

1. Supplier shall be responsible for the (source (s) of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or contract. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
2. Supplier that accepted an award, purchase order, or contract but failed to deliver the required goods/services/equipment within the time called for in the award, purchase order, or contract shall be disqualified from participating in USEP or any of USEP Campuses future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A.9184 and its IRR-A against the supplier.
3. All duties, excise, and other taxes, and revenue charges shall be paid by the supplier.
4. All transactions are subject to withholding of credible Government Taxes per revenue regulation(s) of the Bureau of Internal Revenue.

**G. Liquidation Damages**

A penalty of one-tenth of one percent (0.001) of the total value of the undelivered goods/services/equipment shall be charged as liquidated damages for every day of delay of the delivery of the Purchased goods/services/equipment.

**H. Warranty**

Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.

**I. Payment**

Payment shall be made only upon a certification by the Head of the Procuring Entity to the effect that the GOODS have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted.

**OFFEROR**

**AUTHORIZED SIGNATURE**

**DATE**

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