





# BIDS AND AWARDS COMMITTEE

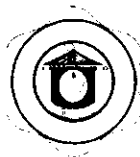
2/F A.P. Bonto Bldg., Bicol University Main Campus, Rizal St., Legazpi City  
 Telefax: (052) 830-4310  
 university-bac@bicol-u.edu.ph

Solicitation #198-24-AMP

18	35-ream	Paper, Multi-Purpose (copy) Legal, 70gsm	10,188.50				
19	25-pack	Papers, specialty, white, 180gsm 10 pc/pack; long size	1,947.25				
20	19-pack	Specialty Board Paper, (long size, color; cream)	1,428.23				
21	1-pack	PVC Plastic, for Legal size documents 100's/pack	1,407.24				
22	2-bundle	Ring Binder, 84 rings, 32mm	896.14				
23	1-pair	Scissors, symmetrical, blade length;65mm	77.86				
24	1-box	Sign pen, Black liquid/gel ink, 0.5mm needle	360.67				
25	5-box	Sign pen, Red, liquid/gel ink, 0.5mm needle	360.67				
26	5-box	Sign pen, Blue, liquid/gel ink, 0.5mm needle tip	1,803.35				
27	1-piece	Stamp pad, felt, bed dimension: 60mm x 100mm min	66.07				
28	1-piece	Staple remover, Plier-type	157.94				
29	1-piece	Staple, Standard Type	439.88				
30	30-bottle	Alcohol, ethyl, 68-72%, 500ml	4,002.30				
31	20-pack	Toilet tissue paper, 2-ply, 100% recycled	7,228.80				
32	20-bottle	Ink Bottle, Black for Epson L5190	7,663.60				
33	15-bottle	Ink Bottle, Cyan for Epson L5190	6,171.75				
34	15-bottle	Ink Bottle, Magenta for Epson L5190	6,171.75				
35	15-bottle	Ink Bottle, Yellow for Epson L5190	6,171.75				
36	15-bottle	Ink, Black for HP 3635	10,725.00				
37	14-bottle	Ink, Colored for HP 3635	10,010.00				
Delivery Compliance:				<b>TOTAL BID PRICE:</b>			
Payment Term:				Price Validity			

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

\_\_\_\_\_  
 Contact numbers/e-mail address



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Solicitation #**198-24-AMP**

## 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 Specifications		Remarks	U/Price
				YES	NO		
1							
Delivery Compliance:			<b>TOTAL BID PRICE:</b>				
Payment Term:			Price Validity				

1. Check if compliant with the specifications or not;
2. State the brand/model offered and/or alternate offer if checked "NO" in the compliance;
3. State the unit price in accordance with the UOM;
4. State the TOTAL bid price for all items with bid.

4. Detailed literature or brochure of the offer, as may be applicable, shall be submitted to support statement of compliance of the technical specifications;
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. Bids with no 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/s;
13. The document requirements which shall be submitted with the proposals/quotations shall be in accordance with Annex "H", Appendix A (*Documentary Requirement for Alternative Methods of Procurement*) of the 2016 IRR of R.A. 9184;
14. 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 Legazpi City  
 (052) 742-5922

15. The Bicol University-BAC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical requirements.
16. Implementation of the project shall be in accordance with the provisions of the Revised Rules and Regulations of R.A. 9184.