



REQUEST FOR QUOTATION

Caraga State University, through its Bids and Awards Committee (BAC), will undertake Small Value Procurement (SVP) Section 34 for the project: **Provision Of Online Subscription For The Operation Of The University Library.**, IGF-164-26-07-458 in accordance with the Implementing Rules and Regulations of Republic Act No. 12009.

Approved Budget for the Contract : 286,000.00

Location : Caraga State University - Main Campus, Library

Delivery : Within Thirty (30) days after receipt of P.O. (No deliveries on Weekends and Holidays)

Technical Specifications : Information Technology

Evaluation of Bids : LCRB

Prospective bidders shall accomplish, provide correct and accurate information and submit the duly signed quotation form (Annex "A") not later than 8:00 AM on July 24, 2026 .

Any interlineations, erasures of overwriting shall be valid if they are signed or initialed by the bidder or his/her duly authorized representative/ s. The Caraga State University shall have the right to inspect and/ or test the goods to confirm their conformity to the technical specifications.

Liquidated damages equivalent to one tenth of one percent (0.001) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The Caraga State University shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of actions and remedies open to it.

The Caraga State University reserves the right to accept or reject any or all quotations and impose additional terms and conditions as it may deem proper.

REDACTED

ATTY. JANICE C. ENDICO-PAGAS

BAC Chairperson for Goods

REDACTED

Noted:

REDACTED

ALEXANDER T. DEMETILLO, D.Eng

Vice President for Administration and Finance





Caraga State University
Ampayon, Butuan City

QUOTATION



65729

Company Name: _____
Savings/Current Account Name: _____
Savings/Current Account Number: _____

Date: July 15, 2026
PR #: IGF-164-26-07-458
Bank Name & Branch: _____
(Preferably the LBP Servicing bank)

Sir/Madam:

Please give your lowest price for the items listed below using this form. Indicate thereto the brand/model of your offer. Please do not quote if you do not have ready stocks. Quotations must be in accordance with the specifications. Do not offer substitute unless specifically state hereunder.

Kindly submit your price/s inclusive of all taxes in a sealed, signed, stamped envelope not later than _____ to the Procurement Officer of to his duly authorized representative at the above address.

Your preferential attention given is appreciated.

Very truly yours

REDACTED

ALEXANDER T. DEMETILLO, D.Eng

Vice President for Administration and Finance

ITEM	QTY	UNIT	NAME AND DESCRIPTION OF ARTICLES	UNIT PRICE	TOTAL PRICE
1	1	LOT	ONLINE SUBSCRIPTION *online academic journal database shall meet the following minimum specifications: Shall provide web-based access to a collection of peer-reviewed academic journals and scholarly publications. Shall contain the following: * More than 210 Journals * More than 14,596 Articles * More than 17,444 Authors * More than 140 Publishers * More than 3,339 Citations * Subjects Covered: * Business Management including economics, finance, and marketing * Electronic and Telecommunication including Computer Science, Technology and Applications * Agriculture, Biology and Environmental Sciences including Aquatic Sciences, *Animal Science and * Agronomy * Arts and Humanities including History, Arts, Literature and Philosophy * Clinical Medicine including Nursing, Public Health, and other Health Sciences * Engineering and Computing Technology such as Civil Engineering and * Information Technology * Social and Behavioral Sciences such as Ethics, Cultural Studies, and		

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Delivery Point: Caraga State University - Main Campus, Library
Delivery Period: Within Thirty (30) days after receipt of P.O. (No deliveries on Weekends and Holidays)
Terms of Delivery: FOB Destination
Terms of Payment: The University shall process the payment of the service or item delivered utmost five (5) working days from the submission of all required documents from the supplier's end. Moreover, the supplier is also required to forward to the Office of the University Cashier the original copy of the Official Receipt (OR) utmost seven (7) working days from the receipt of "Notice of Payment Rendered", which shall be issued by the University Cashier. Failure to observe thereof shall be ground for the supplier to be blacklisted.

ALEXANDER T. DEMETILLO, D.Eng

Vice President for Administration and Finance

Subject to 5% withholding tax for VAT registered suppliers and additional 1% withholding tax for contract of P10,000 and above.

As requested, I/We have indicated the Unit Price of the above mentioned articles. I/We hereby certify that the price/s offered is/are true and correct. I/ We further agree to the terms and conditions that shall be imposed by CSU.



65729

SIGNATURE OVER PRINTED NAME
NAME OF SUPPLIER/DEALER



Caraga State University
Ampayon, Butuan City

QUOTATION



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Company Name: _____
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Very truly yours,

REDACTED

ALEXANDER T. DEMETILLO, D.Eng

Vice President for Administration and Finance

ITEM	QTY	UNIT	NAME AND DESCRIPTION OF ARTICLES	UNIT PRICE	TOTAL PRICE
			*Anthropology		
			*Law		
			*Educations		
			*Many more		
			*Subscription Period: Good for 1 year		

Total Quoted Amount: _____

xxxxxxxxx NOTHING FOLLOWS xxxxxxxxx

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SIGNATURE OVER PRINTED NAME
NAME OF SUPPLIER/DEALER