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 Semi-Expendable - Other Machinery (Appliance) For The Operation Of Various Offices Of Caraga State University - Main Campus., IGF-164-26-07-504 in accordance with the Implementing Rules and Regulations of Republic Act No. 12009.

Approved Budget for the Contract:	:	226,400.00
Location	:	Caraga State University - Main Campus, Supply Office
Delivery	:	Within Thirty (30) days after receipt of P.O. (No deliveries on Weekends and Holidays)
Technical Specifications	:	Appliances
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 August 12, 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-PA[redacted]
BAC Chairperson for Goods

Noted:

[redacted]

ALEXANDER T. DEMETILLO, D.Eng
Vice President for Administration and Finance

PO-2026-01596

Caraga State University
Ampayon, Butuan City

QUOTATION

66155

Company Name:		Date:	July 29, 2026
Savings/Current Account Name:		PR #:	IGF-164-26-07-504
Savings/Current Account Number:		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 Please do not quote if you do not have ready stocks.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 inclusives of all taxes in a sealed, signed, stamped envelope not later than ____________________ to the Procurement Ofifcer of to his duly authorized representative at the above address.

Your preferential attention given is appreciated.

Very truly yours,

[redacted]

for **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	**REFRIGERATOR** *No-Frost Inverter Type Two Door Top Freezer Standard Refrigerator, 10 cu ft.; **Unit:** UNIT; **Quantity:** 1.00		
			REFRIGERATOR *Type: Two-door direct cool refrigerator *Total Capacity: Minimum 160 liters *Freezer Capacity: Minimum 40 liters *Fresh Food Capacity: Remaining usable storage *Defrost System: Manual or equivalent *Temperature Control: Mechanical or electronic *Adjustable Shelves: Yes *Vegetable Crisper: Included *Interior Light: Yes *Power Requirement: 220–240 V, 60 Hz *Energy Consumption: Maximum 1.2 kWh/24 hours *Color: Manufacturer's standard *Warranty: Minimum one (1) year on parts and labor; **Unit:** UNIT; **Quantity:** 1.00		
			VACUUM CLEANER Product name: Cordless Wet & Dry Vacuum Cleaner Working voltage: 22.2V #" Rated power: 160W Charging time: 4 hours Battery capacity: 4000mAh		

Delivery Point:	Caraga State University - Main Campus, Supply Office
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.

SIGNATURE OVER PRINTED NAME
NAME OF SUPPLIER/DEALER

66155

Caraga State University
Ampayon, Butuan City

QUOTATION

66155

Company Name:		Date:	July 29, 2026
Savings/Current Account Name:		PR #:	IGF-164-26-07-504
Savings/Current Account Number:		Bank Name & Branch:	
			(Preferably the LBP Servicing bank)

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Very truly yours,

for [redacted]

ALEXANDER T. DEMETILLO, D.Eng
Vice President for Administration and Finance

ITEM	QTY	UNIT	NAME AND DESCRIPTION OF ARTICLES	UNIT PRICE	TOTAL PRICE
			Host size: 300 * 216 * 1160mm Rated input: 220V~50Hz Charging parameters: 27V #A Suction :15kpa Water tank capacity: 0.6L Sewage tank capacity: 0.6L; **Unit:** UNIT; **Quantity:** 2.00		
			WASHING MACHINE *Type: Front-load automatic washing machine *Capacity: Minimum 7 kg *Drum Material: Stainless steel *Motor: Inverter motor or equivalent *Spin Speed: Minimum 1,000 rpm *Wash Programs: Multiple wash programs *Control Panel: Electronic controls with digital display *Safety Features: Door safety lock or child lock *Power Requirement: 220–240 V, 60 Hz *Energy Efficiency: Energy-efficient model *Accessories: Standard accessories supplied by the manufacturer *Warranty: Minimum one (1) year on parts and labor; **Unit:** UNIT; **Quantity:** 1.00		
			WATER DISPENSER *Type: Freestanding bottom-load water dispenser *Water Functions: Hot and cold water dispensing *Hot Water Temperature: 80–90°C *Cold Water Temperature: 5–15°C		

Delivery Point:	Caraga State University - Main Campus, Supply Office
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Caraga State University
Ampayon, Butuan City

QUOTATION

66155

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

Date: July 29, 2026
PR #: IGF-164-26-07-504
Bank Name & Branch: ____________________
(Preferably the LBP Servicing bank)

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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
			*Safety Features: Automatic power-off and hot water safety lock *Power Requirement: 220–240 V, 60 Hz *Rated Power: Maximum 500 W *Cabinet: Durable, corrosion-resistant material *Warranty: Minimum one (1) year on parts and labor; **Unit:** UNIT; **Quantity:** 1.00		
			WATER DISPENSER *Type: hot, normal, and cold. *Cold water tank *Hot water tank: (heating). *14L with storage cabinet *Fast boiling time: 12 minutes. Note: all equipment shall have a warranty of at least One (1) year. In case of a defect, the Seller/Supplier is obliged to replace (within 30 days) or repair equipment under this warranty.; **Unit:** UNIT; **Quantity:** 11.00		

Total Quoted Amount: ____________

xxxxxxxx NOTHING FOLLOWS xxxxxxxx

Delivery Point: Caraga State University - Main Campus, Supply Office
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