Republic of the Philippines
CARAGA STATE UNIVERSITY
Ampayon, Butuan City 8600, Philippines
Competence Service Uprightness

BIDS AND AWARDS COMMITTEE

BAGONG PILIPINAS

SOCOTEC ISO 9001

PAB ACCREDITED QMS CERTIFICATION BODY MSA - 005

PHONE: 0917 707 8713 Loc. 248 | EMAIL: csuprocurement@carsu.edu.ph

REQUEST FOR QUOTATION

Caraga State University, through its Bids and Awards Committee (BAC), will undertake Small Value Procurement (SVP) Section 34 for the project: Supply and Delivery Hardware for the Repair of Dilapidated Roofing Sheets and Ceiling at BATOK Hall and Kinaadman Hall ,Strengthening of the Ramp Structural Support at Kinaadman Hall, and Repainting of Selected Chipped Wall Surfaces., TRF-184-26-09-266 in accordance with the Implementing Rules and Regulations of Republic Act No. 12009.

Approved Budget for the Contract:	:	809,865.00
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	:	Hardware and Construction Supplies
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 September 10, 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]

JANICE C. ENDICO-PAGAS
BAC Chairperson for [redacted]

Noted:

[redacted]

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

PO-2026-01794

Caraga State University
Ampayon, Butuan City

QUOTATION

67031

Company Name:		Date:	September 2, 2026
Savings/Current Account Name:		PR #:	TRF-184-26-09-266
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]

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	**BLIND RIVET** *Size: 1/8" x 3/4". *Aluminum.; **Unit:** BOX; **Quantity:** 15.00		
			CEMENT *Portland 40kgs per sack. delivered on site; **Unit:** BAG; **Quantity:** 449.00		
			CUTTING DISC *125X1.6mmX22.23 Cutting disc (Heavy Duty) for metal; **Unit:** PIECE; **Quantity:** 60.00		
			ELASTOMETRIC SEALANT *350ml; **Unit:** PIECE; **Quantity:** 41.00		
			PAINT *Paint concrete primer & sealer (white gray); **Unit:** GALLON; **Quantity:** 8.00		
			PAINT *Rubberize paint (crystal blue); **Unit:** GALLON; **Quantity:** 8.00		
			PAINT *Rubberize paint (white); **Unit:** GALLON; **Quantity:** 8.00		
			PLAIN SHEET *0.40x1.22x2.44m Plain Sheet (Ivory); **Unit:** SHEET; **Quantity:** 45.00		

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.

67031

SIGNATURE OVER PRINTED NAME
NAME OF SUPPLIER/DEALER

Caraga State University
Ampayon, Butuan City

QUOTATION

67031

Company Name: ______________________

Savings/Current Account Name: ______________________

Savings/Current Account Number: ______________________

Date: September 2, 2026

PR #: TRF-184-26-09-266

Bank Name & Branch: ______________________

(Preferably the LBP Servicing bank)

Sir/Madam:

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Kindly submit your price/s inclusives of all taxes in a sealed, signed, stamped envelope not later than ______________________ to the Procurement Offifcer 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
			PRE-PAINTED RIDGE ROLL *0.701m x 2.44m x 4mm thk thk Pre-painted Ridge roll; **Unit:** PIECE; **Quantity:** 35.00		
			ROOF *0.6mm x 4ft x 10ft pre painted Rib type roof; **Unit:** PIECE; **Quantity:** 256.00		
			TEKSCREW *12x55 tekscrew; **Unit:** BOX; **Quantity:** 29.00		
			WELDING ROD E6013, 2.5Kilo per Box; **Unit:** BOX; **Quantity:** 40.00		

Total Quoted Amount: ______________

xxxxxxxx NOTHING FOLLOWS xxxxxxxx

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.

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67031

SIGNATURE OVER PRINTED NAME
NAME OF SUPPLIER/DEALER