

**CAGAYAN STATE UNIVERSITY – CARIG CAMPUS**

Carig Sur, Tuguegarao City, Cagayan

**Bids and Awards Committee**

Tel. No. (078) 396 0569 loc. 018

Email Address: [bacsecretariat@csucarig.edu.ph](mailto:bacsecretariat@csucarig.edu.ph)Website: [www.csucarig.edu.ph](http://www.csucarig.edu.ph)**REQUEST FOR QUOTATION**For **Small Value Procurement** under **Sec. 52.1** and **Sec. 53.9** and **Shopping** under **Sec. 52.1 (b)** of the Revised IRR of R.A. 9184 Series of 2025

Quotation No: QN03-2025-04-0047

PR Number: 2025-04-0269&amp;0270

Date: April 03, 2025

**CONDITIONS:**

- 1 Quotation is **INCLUSIVE OF DELIVERY COST, TAX, AND INFLATION RATE.**
- 2 Delivery must NOT be more than **seven (7) calendar days** upon receipt of Notice of Award/Purchase Order/ Job Order.
- 3 Price validity shall be for a period of **sixty (60) calendar days.**
- 4 Warranty shall be for a period of **one (1) year** from acceptance of the procuring entity, *if applicable.*
- 5 **BRANDS and SPECIFICATIONS** of the product offered must be indicated in this Request for Quotation.

**MAC GIOVANI T. LAGUNDI**  
BAC Chairperson for Goods and Services

Dear Sir/Ma'am;

After having carefully read and accepted your conditions as listed above, I/We quote you on the item at the following prices, to wit:

ITEM #	PARTICULARS/ GENERAL DESCRIPTION	SPECIFICATIONS	BRAND OFFERED, if applicable	QTY.	UNIT	UNIT PRICE	TOTAL
1	Contact Printer	Holds 6 strip of 6 frames Film Format 35mm Maximum paper size 8x		1	unit		
2	Photo paper cutter	Large A3/A4/A5 stainless steel manual paper cutter		1	Unit		
3	Triple Darkroom Timer	Three different audible tones can control three different functions; three functions can be operated individually or together		2	Unit		
4	Developing Tank with Reel 120mm	Stainless steel tank with Reel 120mm stainless		3	Unit		
5	Developing Tank with Reel 35mm	Stainless steel tank with Reel 35mm stainless		2	Unit		
6	Tray for developing and fixing	Stainless tray for developing and fixing (3pcs)		1	set		
7	Professional Print Dryer	12x17" Thermostatic Twin Chromed Print Dry Capacity: 2x12x17" Print: Dries 30, 8x10 prints		1	Unit		
8	Analytical Balance (Manual)	Equipped with a pan size of 90 mm and a load sensor providing accuracy in weighing. The panel features five operational buttons with a slide glass windscreen for easy operation and an automated external calibration		1	Unit		
9	Taper Gauge	Measures sizes such as the width of gaps and grooves, hole diameter, and pipe inner diameter. Made of metals		2	Unit		

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		either carbon tool steel or stainless steel					
10	Drawing Instrument	Kit includes: Pad of Cross-Sectional Paper Mechanical Pencil Heavy Duty Square Protractor/Angle Finder General Traffic Sketching Template set General Crime Scene Sketching Template Human Figure sketching Template Directional compass b50' Measuring Tape Polydura Case		1	set		
11	Trigger Pull Measuring	0-12 lbs range Arm folds inside housing to protect the load sensor when not in Feature: Max,Min,Average and Live Functions: Audible Indicator Tone load sensor directly contacts the trigger		1	Unit		
						<b>TOTAL AMOUNT:</b>	
Purpose: For BS Criminology program exercises for Forensic Courses							

Canvassed as:  per item  per lot

**I hereby bind myself and certify to comply with the above Technical Specifications and Schedule of Requirements.**

Name of Business: \_\_\_\_\_  
 Name of Authorized Representative: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Contact No.: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 TIN (please indicate if VAT or Non-VAT): \_\_\_\_\_  
 PhilGEPS Registration: \_\_\_\_\_

**DOCUMENTARY REQUIREMENTS:**

- Copy of PhilGEPS Registration Certificate; OR Class A Documents (a) DTI/SEC/CDA Registration Certificate; b) BIR Registration; c) Tax Clearance);
- Copy of Updated Mayor's/Business Permit;
- Omnibus Sworn Statement (Annex A).

\_\_\_\_\_  
 Name & Signature of Canvasser



## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

REPUBLIC OF THE PHILIPPINES)

CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

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*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*