



# REQUEST FOR QUOTATION (RFQ) No. 141-2025

## Procurement Unit

The Tarlac State University (TSU), through its Bids and Awards Committee (BAC) and Procurement Unit, will undertake an **Alternative Method of Procurement through Negotiated Procurement** for the items stated below, in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The TSU hereinafter referred to as "the Buyer", now requests submission of a price quotation for the subject below:

Purchase Request No.	DESCRIPTION/PARTICULARS	APPROVED BUDGET FOR THE CONTRACT (ABC) inclusive of VAT
2025-03-118 (OBAAS)	PRINTING EQUIPMENT	220,000.00
Purpose: for Digital Studio and Print Shop - APP 1st Quarter 2025.		

PhilGeps Posting: Active Date: 3/14/25  
Closing Date: 3/20/25

Category: OFFICE EQUIPMENT, SUPPLIES & COMMUNITIES  
Reference No.: 11878984

Interested suppliers are required to submit the following documents:

- Valid and Current Mayor's / Business Permit
- Proof of PhilGeps Registration
- Latest Income / Business Tax Return
- Omnibus Sworn Statement
- Brochure, if applicable

### TSU Condition of Sale:

- Delivery Schedule: 30 calendar days from receipt of approved PO/NTP
- Bid Validity: 1W calendar days from submission of bids
- Delivery Site: Supply and Property Management Unit, Tarlac State University  
(045) 606-8159 / (045) 982-2605
- Warranty shall be for a period minimum of three (3) months of expendable supplies, or a supplies/equipment after acceptance by the procuring entity of the delivered

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which comply with the minimum technical specifications and other terms and conditions stated herein.

Any alteration, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1) and eligibility documents is not later than 3/20/25 at the Procurement Unit, Admin Building Tarlac State University, Tarlac City. Open submission may be done manually or through email at **tsucanvassing@gmail.com (045)-606-8110**.

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the underperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten (10%) percent of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The TSU reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of R.A 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

**ELENA MAY T. TEOFILO**  
Head, Procurement Unit

**PRICE QUOTATION**

Date: 3/13/2025  
 RFQ No. 141-2025  
 PR No. 2025-03-118 (OBAAS)

The Bids and Awards Committee  
 c/o Procurement Unit  
 TSU, Tarlac City  
 (045) 982 -4630 / (045) 606 -8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1	unit	<b>CARD PRINTER</b> EDIsecure XID8300 Dual SidedRETRANSFER Card Printer, Five (5) years warranty on card printer, lifetime warranty on print head, lifetime free service warranty, Ultra High Resolution Dual Sided Retransfer Card Printer, Heavy Duty Retransfer Printing Technology Card Printer, IPSEC Network Security. Electronic Security Lock, Internal USB Hub -2 Slave Ports, Top Compartment and 200 Inputs Hopper can be connected up to 7 retransfer card printers with Professional Version and External Database Set-Up.	1		
2	unit	<b>LAMINATING MACHINE</b> , LAMINATOR MACHINE, With six rollers, with reverse mode, with automatic shut-of system, 34cm maximum paper width, 14mm maximum thickness, 3-minute warm-up tme, 13.5cm per minute laminatng speed.	1		

Warranty : \_\_\_\_\_

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

**AUTHORIZED REPRESENTATIVE:**

Signature : \_\_\_\_\_  
 Printed Name : \_\_\_\_\_  
 Date : \_\_\_\_\_  
 Company Name Registered : \_\_\_\_\_  
**E-mail Address** : \_\_\_\_\_  
 Contact no. : \_\_\_\_\_

**BANK DETAILS:**

Bank Name : \_\_\_\_\_  
 Bank Address : \_\_\_\_\_  
 Bank Account Name : \_\_\_\_\_  
 Bank Account Number : \_\_\_\_\_

Form No.: TSU-PRO-SF-06	Revision No.: 06	Effectivity Date: March 5, 2020	Page 2 of 2
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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11878984  
**Procuring Entity** TARLAC STATE UNIVERSITY  
**Title** Printing Equipment  
**Area of Delivery** Tarlac

<b>Solicitation Number:</b> 141-2025	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations	<b>Associated Components</b>	3
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b> Goods	<b>Document Request List</b>	0
<b>Category:</b> Office Equipment Supplies and Consumables	<b>Date Published</b>	14/03/2025
<b>Approved Budget for the Contract:</b> PHP 220,000.00	<b>Last Updated / Time</b>	13/03/2025 14:37 PM
<b>Delivery Period:</b> 30 Day/s	<b>Closing Date / Time</b>	20/03/2025 13:00 PM
<b>Client Agency:</b>		
<b>Contact Person:</b> Tutchie Panlilio Clerk TSU, Romulo Blvd. San Vicente, Tarlac City, Philip Tarlac City Tarlac Philippines 2300 63-045-6068110 Ext.157 tsucanvassing@gmail.com		

#### Description

for Digital Studio and Print shop use.

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	CARD PRINTER	EDIssecure XID8300 Dual SidedRETRANSFER Card Printer, Five (5) years warranty on card printer, lifetime warranty on print head, lifetime free service warranty, Ultra High Resolution Dual Sided Retransfer Card Printer, Heavy Duty Retransfer Printing Te	1	Unit	150,000.00
2	LAMINATING MACHINE	LAMINATOR MACHINE, With six rollers, with reverse mode, with automatic shut-of system, 34cm maximum paper width, 14mm maximum thickness, 3-minute warm-up tme, 13.5cm per minute laminatng speed.	1	Unit	70,000.00

#### Other Information

The bidders must download the attached documents in the associated component section. To be acquired as a line item.

**Created by** Tutchie Panlilio  
**Date Created** 13/03/2025

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