



Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY
Tacloban City

Date: June 27, 2017
RFQ No. 05-0329-17IPD
ABC P14,040.00

REQUEST FOR QUOTATION

Consultancy Services of a Mechanical Engineer for Proposed Industrial Technology Complex (Maritime Building)

TO : All Eligible Bidders

The Eastern Visayas State University, through its Bids and Awards Committee (BAC) invites consultants and consulting firms to bid for the hereunder project:

Name of Project : Consultancy Services of a Mechanical Engineer for Proposed Industrial Technology Complex (Maritime Building)

Scope of Work : 8 unit Aircondition
Sprinkler Design System (ground & second floor)
(Please refer to the TOR)

Approved Budget : Fourteen Thousand Forty Pesos Only (Php14,040.00)

Contract Duration : Two (2) weeks from the issuance of the Notice to Proceed (NTP)

In accordance with the attached Terms of Reference (Annex A), Technical Proposal Form (Annex B) and Price Quotation Form (Annex C), quotations shall be submitted **not later than July 4, 2017 at 9:00 a.m., Tuesday** at Eastern Visayas State University Office of the Vice President for Administration, Conference Room, Tacloban City.

The Opening of the quotations will be on **July 4, 2017 at 11:00 a.m.**

The criteria and rating system are:

	CRITERIA	WEIGHT
I.	Track Record of Professional Service Provider	30%
II.	Qualification of Personnel	50%
III.	Current Workload and Absorptive Capacity	20%
	TOTAL	100%

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

For further information, please refer to:

AR. CLAUDETTE R. DE VEYRA, uap

Head, PPIDO

Mobile Number: 09174178478

Ms. SHERYL A. RUBIO

BAC Secretariat

Telefax No. (053) 321-1084

Email: evsubacsecretariat@yahoo.com

DR. LILIAN D. ESTRONINOS

Vice President for Administration & External Affairs

BAC Chairperson

Telephone No. (053) 325-4836

TECHNICAL PROPOSAL FORM

Date

RFQ No. **05-0329-17IPD**
ABC: **Php14,040.00**

The Bids and Awards Committee - EVSU

Eastern Visayas State University
Office of the Vice President for Administration and External Affairs
Salazar Street, Tacloban City

Sir/Madam:

In accordance with your request, following is our quotation for your requirements:

Item	Description of Service Requirement	Offered Quotation Please fill-up each column with either: "comply" or "not comply"
1	Qualifications of Design Consultant	
	a. Must be a licensed Mechanical Engineer with a minimum practice of at least three (3) year as a Mechanical Engineer;	
	b. Must have at least three (3) years of experience in Mechanical Plans and Designs, and	
	c. Must have completed at least two (2) similar Mechanical plans and design (government and/or private)	
2	Scope of Work / Services	
	a. To act as consultant to EVSU on matters relating to Mechanical design for the Proposed Industrial Technology Complex (Maritime Building)	
	b. To prepare and submit the preliminary and final Mechanical Plan layout and design HVAC layout (sign and seal), Schedule of Loads and Computation for HVAC System, Specification of HVAC system and Riser Diagram and Single Line Diagram for HVAC system.	

Very truly yours,

Name of Bidder (Signature over printed name)

Date

REQUEST FOR QUOTATION

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 Quotation No. 05-0329-17IPD

RFQ No. **05-0329-17IPD**
 ABC: **Php14,040.00**

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page stating the shortest time of delivery and submit your quotation duly signed by your representative to the office of the Chairperson of the Bids and Awards Committee at Vice President for the Administration, Conference Room, EVSU Tacloban City not later than **July 4, 2017 at 9:00 a.m.**

SHERYL A. RUBIO
 BAC Secretariat

NOTE:

1. All entries must be typewritten.
2. Delivery Period within two (2) weeks upon receipt of NTP.
3. Warranty shall be for a period of one (1) year from the date of acceptance by the Procuring Entity.
4. Price validity shall be for a period of one (1) year.
5. PhilGEPS Registration Certificate, Tax Clearance, Registration Certificate from DTI/SEC/CDA and Curriculum Vitae of the consultant shall be attached upon submission of the quotation.

Qty	Unit of Issue	Description	Bidder's Price Proposal	
			Estimated Unit Cost	Estimated Cost
702	Sq.M.	Consultancy Services of a Mechanical Engineer for Proposed Industrial Technology Complex (Maritime Building)		

Delivery Period: _____
 Price Validity: _____

I hereby certify that I am in a position to furnish the above articles in quantities above stated except those marked "none". The TERMS and CONDITIONS specified above are hereby accepted. The quantities shown and prices as quoted above are hereby offered.

 Printed Name / Signature

 Tel. No. / Cellphone No.
 Email address

 Signature Over Printed Name
 (Canvasser)