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AUG 08 2017

Request for Quotation  
CFNR Training Center for Tropical Resources and Ecosystems Sustainability (TREES)

Date Prepared: 07/10/17 (Mon) 9:09 AM  
RFQ No.: 4526  
Fund Code: Revolving Fund (164)  
Mode of Procurement: SVP  
Evaluation and award: PER LOT BASIS ONLY  
Contact Person/ End-user: Mark B. Opeña  
Contact No / Email Add.: mbopena@up.edu.ph / (049) 536-2736

SUPPLIER'S NAME:  
\_\_\_\_\_  
\_\_\_\_\_

- Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions on the last page, starting the shortest time of
- Note:
- All entries must be written in print and properly accomplished. Do not leave blank entries. Put N/A for not applicable.
  - Bidders must indicate the BRAND and MODEL NUMBER for equipment and its accessories or peripherals. Evidence shall be in the form of
  - Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase Order (PO).
  - In order to assure that manufacturing defects shall be corrected by the supplier, a warranty security shall be required from the contract awardee for a
  - Delivery period within \_\_\_\_\_ calendar days
  - Documentary requirements per Memorandum No. 03, Series of 2017 shall be attached upon submission of the quotation (for new suppliers).
  - Others:

RFQ for PR No. 12649

LOT #	ITEM #	GENERAL NAME OF THE ITEM	REQUIRED SPECIFICATIONS	Qty.	Unit of Issue	Estimated Unit Cost	Estimated Total Cost	OFFERED SPECIFICATIONS Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of each requirements.	UNIT PRICE	TOTAL COST	EVALUATION (Leave this space blank: For BAC/ Evaluators only)
	1	TABLE	Training Formica, H: 29 1/2 inches, W: 20 1/2 inches, front cover 18 3/4 inches, shelf 7 inches, formica coated, steel base, to follow existing training tables at TREES	10	Unit	12,000.00	120,000.00				
							TOTAL ABC: ₱120,000.00	TOTAL AMOUNT: IN WORDS:			

Reviewed and Checked By:

BAC TWG  
Engr. DONNY REY D. CAMUS

Please quote at your government price (including VAT) and state that the time within which you can make delivery. It will be appreciated if we can have your quotation

MARK B. OPEÑA  
Buyer

TERMS AND CONDITIONS:

- Bidders shall provide correct and accurate information required in this form.
- Price quotation/s must be valid for a period of atleast thirty (30) calendar days from the date of submission.
- Price quotation/s, to be dominated in Philippine Peso shall include all taxes, duties, and /or levies payable.
- Quotations exceeding the Approved Budget for the Contract shall be rejected.
- Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions stated herein.
- UPLB reserves the right to reject any or all offers and accept an offer as may be considered most advantageous to the University.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.

After having carefully read and accepted your Terms and Conditions, I/We quote you on the item at prices noted above.

Name of the Company: \_\_\_\_\_ Tel. No.: \_\_\_\_\_  
Address: \_\_\_\_\_ Fax No.: \_\_\_\_\_  
Name of Representative: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Position: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

Requirements for Suppliers (Memorandum No. 03, Series	Shopping	SVP	Scientific	Lease	Emergency
1 Mayor's/ Business Permit:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 PhilGEPS Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Professional license/ CV (consulting services)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 PCAB License (for Infrastructure)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 Income / Business tax returns (except for	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 Omnibus Sworn Statement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 NFCC for Infrastructure with ABC above PHP500k	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>