UPLB BAC SECRETARIAT
BY: [signature] DATE: 12-14-20
DEC 18 2020 9:00
UPLB-RQ- 12-318-20 GOODS
DEADLNE OF SUBMISSION

UNIVERSITY OF THE PHILIPPINES
LOS BANOS
Los Banos, IV-A
VAT Reg. TIN 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications)
COLLEGE OF ECONOMICS AND MANAGEMENT - DEAN'S OFFICE

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name

Date
Fund Code 9151017
MOP SHOPPING WITH PHILGEPS AND BAC WEBSITE POSTING
Contact No 536-4750
Contact Person Ms. Ana Veronica G. Evangelista

Please quote your lowest price on the item/s listed below, subject to the General Conditions below.

Note
1. Bidders shall provide correct and accurate information required in this form. All entries must be typewritten or in print and properly accomplished. Do not leave blank entries, put N/A for not applicable.
2. Price quotation/s to be denominated in Philippine Peso shall include all taxes, duties, and/or levies payable.
3. Bidders must indicate the BRAND and MODEL NUMBER for equipment and its accessories or peripherals. Evidence shall be in the form of manufacturer's un-amended sale literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
4. Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase order (P.O.).
5. Quotations exceeding the Approved Budget for Contract shall be rejected.
6. Documentary requirements per Memorandum No. 03 Series of 2017 shall be attached upon submission of the quotation.
7. Others

ITEM No.	GENERAL NAME OF THE ITEM	REQUIRED SPECIFICATIONS	UNIT OF MEASURE	QTY	ESTIMATED UNIT APPROVED BUDGET OF THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	OFFERED SPECIFICATION Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of each requirements	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank, For BAC/ Evaluators only)
1	Laminating Machine	Laminating Machine, branded and brand new, heavy duty,Hot and Cold, Temperature Range: 80 - 180, Power supply: 220 - 240v , 60Hz, Power consumption: 620watts, Max. laminating width: 330mm, Can laminate up to a3, with warranty from factory defetcs	un	3	10,000.00	30,000.00				
2	Combo Binding Machine	Binding and Punching Machine, brand new, manual, binding cap 50mm, Heavy duty for medium to large office use Punches up to 20 sheets at a time, Binds up to 300 sheets with a 1 ½" " comb, 1 warranty	un	3	10,000.00	30,000.00				
					TOTAL ABC	60,000.00	TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

ANDREW P. LICARDO / 12.14.2020
BAC TWG

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 in the office as soon as possible on or before the deadline stated herein.

ANA VERONICA G. EVANGELISTA
Buyer/ End-User

TERMS AND CONDITIONS:
1. Price quotation/s shall be valid for a period of at least (30) calendar days from the date of submission.
2. In order to assure that manufacturing defects shall be corrected by supplier, a warranty security shall be required from the contract awardee for a minimum period of **three (3) months** in the case of EXPENDABLE SUPPLIES or a **minimum of one (1) year warranty and two (2) to three (3) years extended warranty (if applicable)** in the case of NON-EXPENDABLE SUPPLIES after acceptance by End-user of the delivered supplies.
3. Delivery period within _____ calendar days.
4. Award of contract shall be made to the lowest quotation with complies with the technical specifications and other terms and condition stated herein.
5. UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.
6. Any interlineations, erasure, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.

Requirements for Suppliers (GPPB Resolution No. 21-2017)

	REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement Small Value Procurement (Section 53.9)	Negotiated Procurement Lease of Real Property or Venue (Section 53.10)	Negotiated Procurement Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services (Section 53.5)	Negotiated Procurement Emergency (Section 53.2)
1	Mayor's/Business Permit			/		
2	PhilGEPS Registration Number			/		
3	Professional license/ CV (consulting services)			/		
4	PCAB License (for Infrastructure)					
5	Income / Business tax returns (except for government agencies as lessor)		FOR ABC'S ABOVE 500K	/		FOR ABC'S ABOVE 50K
6	Omnibus Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 500K
7	NFCC for Infrastructure with ABC above Ph500k					FOR ABC'S ABOVE 50K

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

Name of the Company
Address
Tel. No
Fax No
Signature over Printed Name of Representative
Email Address
Position
Date

Revised 6 June 2018 JOINT BAC RESOLUTION NO. R-006-18