



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 BAC SECRETARIAT
BY: *[Signature]* DATE: 12-14-20
DEC 18 2020 *gtd*
UPLB-RQ-17-320-20 *goods*
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF
SUBMISSION:

Suppliers Name: _____

Date: _____
Fund Code: 9151017
MOP: SHOPPING WITH PHLGEP'S 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:

- 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.
- Price quotations to be itemized in Philippine Pesos shall include all taxes, duties, and/or losses payable.
- Bidders must indicate the BRAND and MODEL NUMBER for equipment and its accessories or peripherals. Evidence shall be in the form of manufacturer's unamended sale literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
- Quotation through facsimile is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase order (P.O.).
- Quotations exceeding the Approved Budget for a contract shall be rejected.
- Documentary requirements per Memorandum No. 03 Series of 2017 shall be attached upon submission of the quotation.
- 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 Bidders 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	Janitorial Supplies	Hooded Trashbin for CEM Plaza and REDREC	pc	25	4,000.00	100,000.00				
2	Janitorial Supplies	Automatic alcohol dispenser with stand and thermal scanner	un	8	6,000.00	48,000.00				
3	Janitorial Supplies	Furniture Cleaner for REDREC Auditorium chairs	can	10	350.00	3,500.00				
4	Janitorial Supplies	Doormat	pc	20	150.00	3,000.00				
5	Janitorial Supplies	Disinfectant Spray, aerosol type 400-550 grams, lavender scent	cont	2	600.00	1,200.00				
6	Janitorial Supplies	Dishwashing Liquid	liter	5	200.00	1,000.00				
7	Janitorial Supplies	Hand soap, 1 L	liter	5	250.00	1,250.00				
8	Janitorial Supplies	Surgical Mask, 3-ply	box	30	500.00	15,000.00				
9	Janitorial Supplies	Alcohol, 70% isopropyl	gal	10	600.00	6,000.00				
10	Janitorial Supplies	BROOM, soft (tambu)	pc	10	250.00	2,500.00				
11	Janitorial Supplies	BROOM STICK, usable length: 760mm min	pc	10	45.00	450.00				
12	Janitorial Supplies	Detergent powder, 1 kg	kg	1	350.00	350.00				
13	Janitorial Supplies	Disinfectant, bleaching, chlorine granules	kg	2	432.50	865.00				
14	Janitorial Supplies	Disinfectant, bleaching solution	gal	2	300.00	600.00				
15	Janitorial Supplies	DUST PAN, non-rigid plastic, w/ detachable handle	pc	10	50.00	500.00				
16	Janitorial Supplies	Fabric Conditioner, 1 L	liter	1	300.00	300.00				
17	Janitorial Supplies	MOPHANDLE, heavy duty, aluminum, screw type	pc	5	200.00	1,000.00				
18	Janitorial Supplies	MOPHEAD, made of rayon, weight: 400 grams min	pc	5	200.00	1,000.00				
19	Janitorial Supplies	Trashbag plastic, black, XL	pc	15	100.00	1,500.00				
20	Janitorial Supplies	Toilet Tissue paper, 12 rolls per pack	roll	15	250.00	3,750.00				
21	Janitorial Supplies	Paper towel, interfold	pack	35	168.00	5,880.00				
22	Janitorial Supplies	soap, foaker	pack	5	60.00	300.00				
23	Janitorial Supplies	Boots, black	pc	15	700.00	10,500.00				
24	Janitorial Supplies	Rain coat, XL	pc	15	800.00	12,000.00				
					TOTAL ABC	220,445.00	TOTAL QUOTED AMOUNT IN WORDS			

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.

[Signature]
ANA VERONICA G. EVANGELISTA
Buyer/End-User

TERMS AND CONDITIONS:

- Price quotations shall be valid for a period of at least (30) calendar days from the date of submission.
- Bidders to assure that manufacturing defects shall be corrected by supplier, a warranty security shall be required from the contract awarded for a minimum period of three (3) months, in the case of EXPENDABLE SUPPLIES, or a minimum of one (1) year warranty and delivery period within calendar days.
- 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 as may be considered, issued, advantageous to the University.
- All communications and correspondence shall be sent only at the address indicated in this RQ. No other address shall be considered.

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

REQUIREMENTS	Shipping (check box)	Registered Firm (check box) (Small and Medium Enterprises)	Registered Firm (check box) (Large Enterprises)	Registered Firm (check box) (Government-Owned or Controlled Firms)	Registered Firm (check box) (Local Firms)
1. Mayor's/Business Permit					
2. DTI/PS Registration Number					
3. Professional Member CV (consulting services)					
4. P/LAD License (for infrastructure)					
5. Income Tax Return (Business tax returns except for government agencies as lessee)					
6. Creditworthiness Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 50K
7. NTC for infrastructure with ABC above 50000		FOR ABC'S ABOVE 50K			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: _____