



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

**Request for Quotation/ Bid Form (Technical Specifications)**  
**IFST-CAFS-UPLB**

**UPLB BAC SECRETARIAT**  
 BY: JT DATE: 2/10/21  
**FEB 23 2021** TUL  
10AM  
**UPLB-RQ- 2-048-21-RES**  
**DEADLINE OF SUBMISSION**

**UPLB-RQ-**

**DEADLINE OF SUBMISSION:**

Suppliers Name: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date: January 21, 2021  
 Fund Code: N829721 (DA-BAR)  
 MOP: SHOPPING  
 Contact No: 09184294317; 09754718979  
 Contact Person: Marie Bless Galang mibgalang1@up.edu.ph

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 quotation/s to be denominated in Philippine Peso shall include all taxes, duties, and/ or levies 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 un-amended sale literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
- Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase order (P.O.).
- Quotations exceeding the Approved Budget for 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 <small>Suppliers must state how the detailed technical specifications of their offer against each of the individual parameters of each requirements</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>(Leave this space blank, For BAC/Evaluators only)</small>
1	Paper Towel	highly absorbent, interfolded hand towels, 1ply by 175 pulls	pkg	15	87.67	1,315.00				
2	Bathroom Tissue	highly absorbent, 2-ply, 12 rolls per pack	pkg	10	202.50	2,025.00				
3	Diswashing Liquid	1 gallon, antibacterial	gal	6	472.50	2,835.00				
4	Sponge	heavy duty, scrub sponge, regular	pc	5	68.00	340.00				
5	Stainless steel scrub sponge	stainless steel ball	pc	5	68.00	340.00				
6	Bleech	1 gallon, disinfectant, whitening, deodorizing	gal	5	200.00	1,000.00				
7	Detergent Powder	1kg/bag, unscented	bag	5	202.00	1,010.00				
8	Liquid Detergent	1 gallon, antibacterial	gal	5	608.00	3,040.00				
9	Disinfectant Spray	170g/can, antibacterial	can	4	337.50	1,350.00				
10	Alcohol	70% Isopropyl	ltr	10	405.00	4,050.00				
11	Garbage bag	5 XL (30x37 inches), 5 medium (22x24 inches), black	roll	10	202.50	2,025.00				
12	Wipecloth	standard size, cloth, absorbent	pc	10	50.00	500.00				
14	Hand towel	48cmx26cm, cotton, plain white	pc	15	27.00	405.00				
15	Rubberized hand gloves	5 small, 5 medium, 5 large, heavy duty	pc	15	99.00	1,350.00				
17	Sanitary boots	5 small, 5 medium, 5 large, heavy duty, boots for Food Processing Manufacturing, rubber, high cut	pc	15	720.00	10,800.00				
18	Apron	5 small, 5 medium, 5 large, with pocket, waterproof, heavy duty	pc	15	1,350.00	20,250.00				
<b>TOTAL ABC</b>						<b>52,635.00</b>				
								<b>TOTAL QUOTED AMOUNT IN WORDS:</b>		

Reviewed and Checked By: Mr. Danilo A. Santiago

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.

MARIE BLESS B. GALANG

BUYER/ END-USER

**TERMS AND CONDITIONS:**

- Price quotation/s shall be valid for a period of at least (30) calendar days from the date of submission.
- 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.
- 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 condition stated herein
- UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.
- Any interlineations, erasure, or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.

**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 53.6)	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 lesser)		FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 500K
6 Omnibus Swm Statement		FOR ABC'S ABOVE 10K			FOR ABC'S ABOVE 500K
7 NFCC for Infrastructure with ABC above P1500K		/			FOR ABC'S ABOVE 50K