



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: JF. DATE: 2/16/21
FEB 23 2021 - TU
10AM
UPLB-RQ- 2-050-21-RES
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: January 21, 2021
Fund Code: _____
NCP: N820721 (DA-BAR)
SMALL VALUE PROCUREMENT
Contact No: 09184284317/ 09754718979
Contact Person: Marie Bless Galang mbgalang1@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	Passion fruit puree	frozen, packed in PET bottles, 1L	ltr	300	202.50	60,750.00				
TOTAL ABC						60,750.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

Ms. Pamela E. Lapitan MB-2021
BAC TWG

Please quote at your government price (including VAT) and state 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.

MARE BLESS B. GALANG
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.
- In order 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 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 samples.
- 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 information, assurance, 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 Vendors (Section 53.10)	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Executive Technology and Media Services (Section 53.6)	Negotiated Procurement- Emergency (Section 53.2)
1) Mayor's/Business Permit	/	/	/	/	/
2) FNCEPS Registration Number	/	/	/	/	/
3) Professional license/ CV (consulting services)	/	/	/	/	/
4) PCAB License (for Infrastructure)	/	/	/	/	/
5) Income / Business tax returns (except for government agencies as issuer)		FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 50K
6) Ombudsman Sworn Statement		FOR ABC'S ABOVE 50K	/	/	FOR ABC'S ABOVE 500K
7) NFCC for Infrastructure with ABC above P1000k		/	/	/	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: _____

Signature over Printed _____

Name of Representative: _____

Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____