



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

Request for Quotation/ Bid Form (Technical Specifications)
INSTITUTE OF AGROFORESTRY

UPLB BAC SECRETARIAT
BY: [Signature] DATE: 3-1-21
MAR 05 2021 9:00
UPLB-RO-3-071-21 RES
DEADLINE OF SUBMISSION
DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: January 18, 2021
Fund Code: N91932A
MOP: Small Value Procurement
Contact No: (049) 536-3809
Contact Person: ALBERT D. SANFUEGO

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: SUPPLIERS' STORE/ESTABLISHMENT SHOULD BE LOCATED IN LOS BANOS, LAGUNA OR WITHIN THE VICINITIES.

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 offered technical specifications of their offer equal each of the individual parameters of each requirements.</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>(Leave this space blank. For BAC/Evaluator's only)</small>
	Cacao seedlings	Minimum plant height: 0.5 M, Age: 5.5-6 months hardened, Minimum Number of leaves: 6 to 8 leaves, stem size: 4-5mm or pencil size, planted in polyethylene bag- 6 x 10 inches in height	pc	275	400.00	110,000.00				
	Coffee seedlings	Minimum plant height: 0.5 M, Age: 5.5-6 months hardened, Minimum Number of leaves: 6 to 8 leaves, stem size: 4-5mm or pencil size, planted in polyethylene bag- 6 x 10 inches in height	pc	400	200.00	80,000.00				
	Lazones	Minimum plant height: 0.5 M, Age: 5.5-6 months hardened, Minimum Number of leaves: 6 to 8 leaves, stem size: 4-5mm or pencil size, planted in polyethylene bag- 6 x 10 inches in height	pc	60	400.00	24,000.00				
	Coconut	Coconut Hybrid Seedling, Minimum plant height: 0.8 to 1M, Age: 9-12 months old, Minimum Number of leaves: 6 to 8 leaves, stem collar girth: 10-12 cm	pc	100	450.00	45,000.00				
						259,000.00				
							TOTAL QUOTED AMOUNT IN WORDS			

Reviewed and Checked By

[Signature]
PAMELA E. LAPITAN
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.

ALBERT D. SANFUEGO
BUYER/ END-USER

TERMS AND CONDITIONS:

1. Price quotations 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 **5 calendar days**.
4. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and condition stated herein.
5. UP/UB reserves the right to reject any or all offers as may be considered most advantageous to the University.
6. Any modifications, amendments, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.
7. OTHER CONDITIONS: **SUPPLIER'S STORE MUST LOCATED IN LOS BAOS, LAGUNA OR WITHIN THE VICINITIES.**

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 Scholarship or Artists' Work, Education Technology and Media Services (Section 53.6)	Negotiated Procurement- Emergency (Section 53.7)
1. Mayor's/Business Permit	/	/	/	/	/
2. PhilGEPS Registration Number	/	/	/	/	/
3. Professional Engineer/ CV (consulting services)	/	/	/	/	/
4. PCAB License (for Infrastructure)	/	/	/	/	/
5. Income - Business tax returns (except for government agencies as lessee)	/	FOR AMCTS ABOVE 500K	/	/	FOR AMCTS ABOVE 500K
6. Ombudsman Statement	/	FOR AMCTS ABOVE 500K	/	/	FOR AMCTS ABOVE 500K
7. NP-CV for Infrastructure with ARC above P500K	/	/	/	/	FOR AMCTS ABOVE 500K

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. _____

Signature over Printed Name of Representative _____ Fax No. _____

Position _____ Email Address _____

_____ Date _____