



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 STATISTICS

UPLB BAC SECRETARIAT
BY: JT DATE: 3/24/21
MAR 29 2021 ^{TIL} _{10:42}
UPLB-RQ- 3-095-21-KES
DEADLINE OF SUBMISSION

UPLB-RQ- _____

DEADLINE OF SUBMISSION: _____

Suppliers Name: _____

Date: _____
Fund Code: N9A8023
MOP: Shopping
Contact No: 536-2381
Contact Person: RAMONCITO G. CABEL

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.
- 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.
- 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 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 | Printing and binding of survey report | <p>Printing and binding of the final report of the 2018 Research and Development Survey.</p> <p>Quantity: 750 - 800 pieces</p> <p>Number of pages: at most 120 pages. The survey report is currently at the final stages of drafting and is expected to run at most 120 pages</p> <p>Color: Full-color cover and pages although texts in the pages shall be printed in black except for the figures. Pages will be printed on both sides.</p> <p>Size: Letter (8.5 in x 11 in)</p> <p>Paper type for the inside pages: Uncoated paper stocks with smooth finish; 70# text offset</p> <p>Cover: Paperback coated stocks with gloss finish</p> <p>Bindery method: Perfect binding</p> <p>Soft copy of the file in .pdf format shall be given to the awarded supplier by the end-user as soon as the document is finalized.</p> <p>The awarded supplier shall send the end-user five initial samples of the printed and bound report for inspection. Final instructions on the final printing of the remaining copies shall be given accordingly.</p> | lot | 1 | 285,000.00 | 285,000.00 | | | | |
| TOTAL ABC | | | | | | 285,000.00 | | | | |
| | | | | | | | TOTAL QUOTED AMOUNT IN WORDS: | | | |

Reviewed and Checked By: Andrew P. Licardo
ANDREW P. LICARDO / 03.09.2021
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.

Dalisay S. Maligalig
DALISAY S. MALIGALIG
PROJECT LEADER

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)
3. Delivery period within _____ 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. 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 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 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: _____

Signature over Printed Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____