



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

Request for Quotation/ Bid Form (Technical Specifications)

UP BAC SECRETARIAT
 BY: *[Signature]*
 DATE: 6/28/21
 MAR 29 2021 -TIL
 10:44M
 UPLB-RQ- 2-2021-21-REG
 DEADLINE OF SUBMISSION

Suppliers Name: _____

Date: _____
 Fund Code: N9-146-3A
 MOP: _____
 Contact No: (049)536-4750 mrlismg@gmail.com
 Contact Person: Sharmaine Marie Marasigan

Please quote your lowest price on the items 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	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC/ Evaluators only)
1	Sala Set	2-1-1 and center table 1 long main chair (2 scater) Height: 735mm: 430mm Length: 630mm Width: 1315mm Single scater (2) Height: 735mm : 430mm Length: 635mm Width: 615mm Center table (1) Height: 420mm Length: 500mm Width: 960mm Color: Black or gray (set cloth) Center Table: glass or wood Brand new	set	1	30,000.00	30,000.00	Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of each requirements			

2	Lectern or Podium 4 Depth: 370mm Height: 180mm Lip Height: 50mm Shelf Height: 660mm Color: Mahogany Material: Wood Brand new	set	1	10,000.00	10,000.00			
3	Conference table Length: 71" Width: 35.4" Height: 33" Color: Mahogany Material: Wood Brand new	set	1	30,000.00	30,000.00			
4	Office table with drawers Height: 120cm Length: 60cm Width: 76cm Color: Mahogany Material: Wood Brand new; 1.2 Centralized lock office tables	set	2	5,000.00	10,000.00			
5	Office Furniture: Office Chair OFFICE CHAIR: brand new, midback chair with armrest Dimension (min): W70x80x100cm Color: black Material/ Feature: PVC armrest, gas lift, adjustable seat height, black frame, mesh back rest, upholstered seat with fabric; star base; nylon or powder coated black metal legs caster wheels Capacity: 200kg Warranty: 1yr Standard Warranty please see attached sample design Note: Please see attached pictures for reference	un	3	5,000.00	15,000.00			
TOTAL ABC				95,000.00	TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:



Eng. Donny Rey D. Camus
BAC/TWG 37-2021

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.


 Sharmade Marie Marasigan
 END USER

- 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) months, in the delivery period within _____ calendar days.
 3. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and condition stated herein
 4. UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.
 5. Any interferences, erasure, or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representatives.

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

	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 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	/	/	FOR ABC'S ABOVE 50K FOR ABC'S ABOVE FOR ABC'S ABOVE 50K
6 Omnibus Sworn Statement	/	/	/	/	/
7 NFCC for Infrastructure with ABC above Ph500k	/	/	/	/	/

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Name of the Company: _____ Tel. No.: _____

Address: _____ Fax No.: _____

Signature over Printed _____ Email Address: _____

Position: _____ Date: _____