



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

Request for Quotation/ Bid Form (Technical Specifications)
END-USER - Plant Physiology IBS

UPLB BAC SECRETARIAT
BY: [Signature] DATE: 4/26/21
MAY 04 2021 -TIL 10AM
UPLB-RQ- 4-120-21-REG
DEADLINE OF SUBMISSION

UPLB-RQ-
DEADLINE OF
SUBMISSION:

Suppliers Name: _____

Date: _____
Fund Code: N9A5023, Trust Fund (184)
MOP: Shopping
Contact No: 49 536 2807
Contact Person: Lean Mamerito Mercado

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 here 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	A4 paper, 70 gsm	A4-sized (8 1/4 in x 11 3/4 in) paper, 70 gsm thickness, 500 pieces per ream	rm	20	300.00	6,000.00				
2	A4 paper, 80 gsm	A4-sized (8 1/4 in x 11 3/4 in) paper, 80 gsm thickness, 500 pieces per ream	rm	20	400.00	8,000.00				
3	AA batteries	AA-sized batteries, 1.5V, 1,100 mAh to 0.8V average capacity, 4 pieces per pack	pck	10	165.00	1,650.00				
4	AAA batteries	AAA-sized batteries, 1.5V, 540 mAh to 0.8V average capacity, 4 pieces per pack	pck	10	200.00	2,000.00				
5	All-purpose glue	PVA-based glue, 1000 g per bottle	btl	2	300.00	600.00				
6	Ballpoint pen, black	ballpoint-tip pen, 0.5, black ink, 25 pieces per box	box	3	150.00	450.00				
7	Ballpoint pen, blue	ballpoint-tip pen, 0.5, blue ink, 25 pieces per box	box	3	150.00	450.00				
8	Clear cover folder	Folder with clear plastic cover	pc	120	7.50	900.00				
9	Delicate task wipers	single-ply, cellulose-based wipers, 280 pieces per box	box	20	600.00	12,000.00				
10	Double-edged razor blade	stainless steel double-edged blades, 6 pieces per box	box	40	90.00	3,600.00				
11	Extension cord, 3-gang	3-gang extension cord (can accommodate 2- or 3-prong plugs), with switch, 6 m cord length	pc	2	600.00	1,200.00				
12	Foldcote paper	Foldcote/herbarium mounting sheet, A3 size	pc	500	30.00	15,000.00				
13	In-Out paper tray	2-layer paper tray, steel mesh	pc	1	500.00	500.00				
14	Interfolded paper towel	single-ply, 200 mm x 200 mm, 175 pulls per pack	pck	10	1,200.00	12,000.00				
15	L-folder	clear plastic L-folder, A4 size	pc	150	3.00	450.00				
16	Lens cleaning paper	lint-free lens cleaning sheet, 4 in x 6 in, 50 sheets per box	box	20	300.00	6,000.00				
17	Metal ID holder	Aluminum ID card holder, 97 mm x 58 mm	pc	60	20.00	1,200.00				
18	Report folder	Folder with clear plastic cover, A4 size	pc	50	20.00	1,000.00				
19	Roll-up banner stand	Aluminum construction, retractable, can accommodate 2 ft x 5 ft tarpaulin canvas	pc	2	700.00	1,400.00				
20	Surge protector, 6-gang	6-gang, with overload and surge protection, on/off switch, 5 m cord	pc	2	800.00	1,600.00				
21	Thermal sticker paper	105 mm x 100 mm, with adhesive backing, 500 pieces per roll	rol	2	400.00	800.00				
TOTAL ABC						76,800.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By: [Signature]
ANDREW P. LICARDO / 02.17.2021

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.

[Signature]
LOURDES B. CARDENAS
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.
- Revised 9 June 2019/JOINT BAC RESOLUTION NO. R-006-18

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 _____ calendar days.

4. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions 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 53.7)
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 50K
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: _____

Tel. No. : _____

Fax No. : _____

Signature over Printed Name of Representative: _____

Email Address: _____

Position: _____

Date: _____