



UNIVERSITY OF THE PHILIPPINES  
LOS BANOS  
Los Banos, IV-A  
VAT Reg. TIN: 900-884-000-0004

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

UPLB BAC SECRETARIAT  
BY: [Signature] DATE: 5/12/21

MAY 17 2021 -TU 10AM

UPLB-RQ- 5-074-21-GOODS  
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

Supplier's Name: \_\_\_\_\_

Date: \_\_\_\_\_

April 16, 2021

Fund Code: \_\_\_\_\_

8263600

MOP: \_\_\_\_\_

COMPETITIVE BIDDING

Contact No: \_\_\_\_\_

535-2217936-3488 / rjcaunin@up.edu.ph

Contact Person: \_\_\_\_\_

REGINA S. CAUNIN

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 quotations 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 sales literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
- Quotation through facsimile 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	Prepaid cards	Cell cards (Load 500 Globe)	pc	150	500.00	75,000.00				
2	Prepaid cards	Cell cards (Load 500 Smart)	pc	90	500.00	45,000.00				
3	Prepaid cards	Cell cards (Load 500 TM)	pc	6	500.00	3,000.00				
4	Prepaid cards	Cell cards (Load 500 Sun)	pc	6	500.00	3,000.00				
TOTAL ABC						128,000.00				
								TOTAL QUOTED AMOUNT IN WORDS: ONE HUNDRED TWENTY SIX THOUSAND PESOS		

Reviewed and Checked By: \_\_\_\_\_

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.

[Signature]  
REGINA S. CAUNIN  
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 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.
- 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 interlineations, erasures, 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 53.1)	Negotiated Procurement- Lease of Real Property or Venue (Section 53.10)	Negotiated Procurement- Scientific, Scholarly or Artists 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 lessee)		FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 50K
6 Oath/Sworn Statement		FOR ABC'S ABOVE 50K	/	/	FOR ABC'S ABOVE 500K
7 NFCC for Infrastructure with ABC above P800K		/	/	/	FOR ABC'S ABOVE 50K

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

Name of the Company: \_\_\_\_\_

Address: \_\_\_\_\_

Tel. No. \_\_\_\_\_

Fax No. \_\_\_\_\_

Signature over Printed Name of Representative: \_\_\_\_\_

Email Address: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_