

Shapiro



UNIVERSITY OF THE PHILIPPINES
LOS BANOS
Los Banos, IV-A
VAT Reg. TIN: 000-864-006-0004

Request for Quotation/ Bid Form (Technical Specifications)
Agricultural System Institute

UPLB BAC SECRETARIAT
BY: *[Signature]* DATE: 6-24-21
JUN 29 2021 *10am*
UPLB-RQ- 6-189-21-RBS
DEADLINE OF SUBMISSION

DEADLINE OF

Date: June 03, 2021
Fund Code: N824621 (Supplies & Materials)
MOP: Shopping
Contact No: 536-2459
Contact Person: Melba S. Paelmo

- Please quote your lowest price on the Item/s listed below, subject to the General Conditions below.
- Note:
1. 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.
2. Price quotation/s to be denominated in Philippine Peso shall include all taxes, duties, and/ or levies payable.
3. 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.
4. Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase order (P.O.)
5. Quotations exceeding the Approved Budget for Contract shall be rejected.
6. Documentary requirements per Memorandum No. 03 Series of 2017 shall be attached upon submission of the quotation
7. 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>(Bidders must state how the details meet technical specifications of those listed against each of the individual and essential of each requirement)</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>(Leave this space blank. For BAC/Evaluators only)</small>
1	COMPUTER CHAIR	High Back Office Chair Mesh Comfort Reclining Chair With Adjustable Headrest Footrest, with head rest, with roller, adjustable, with armrest Other specifications: Mesh Computer Chair, With Adjustable Headrest Footrest, Comfort Reclining, 360 degrees swivel function, Adjustable Height, Tilting mechanism, Pneumatic height adjustment, 150kg. Maximum weight capacity, It is durable and comfortable, Five Star Chrome Base, #Computer #Chair #High #Back #Mesh #Office #Chair #Comfort #Reclining	pc	2	10,000.00	20,000.00				
2	STEEL MOBILE PEDESTAL CABINET	Steel Gauge 20 thickness, Powder Coating, 3 drawer, Centralized lock (lock and duplicate keys), Measurements W40*D56*H65, colors Beige, Handle, Steel bearing, Bottom glider, with pencil tray and file divider Two small drawers	pc	2	6,300.00	12,600.00				
3	OFFICE TABLE	color mahogany, with 3 drawer and lock, wooden type table, standard size	pc	2	10,000.00	20,000.00				
4	OFFICE TABLE, L-SHAPE TYPE	Product details of Ergodynamic ODL140WNG Wenge MFC L Shaped Office Desk Pedestal 140x140cm, Material Wood, Model Cost U Less total furniture & interior solutions- ODL140WNG, mahogany color, with 3 drawer on the side with handle and lock, Wooden L-shaped type	pc	2	14,000.00	28,000.00				
5	OFFICE DISCUSSION TABLE	Description: Dimensions: W2000mm x D1000mm x H750mm, Materials: MDF board, Finish: laminated MDF (beechwood), curved edge, Accessories: adjustable glider, small, oblong, movable, conference table, mahogany or walnut color, 4 person capacity (no chair)	pc	1	15,000.00	15,000.00				
		see attached photo								
						TOTAL ABC	95,600.00			
								TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked By: *[Signature]*
Lea C. Gonzales
BAC TVM

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.

BUYER/ 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 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
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 Initialed 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 53.1)
1. Mayor's/Business Permit	/	/	/	/	/
2. PHIGEPS 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 50K	/	/	FOR ABC'S ABOVE 50K
6. Omnibus Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 50K
7. NCCC 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 Name of Position: _____
Tel. No.: _____
Fax No.: _____
Email Address: _____
Date: _____