



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

UPLB BAC SECRETARIAT
BY: JT DATE: 9/10/21
SEP 21 2021 -TIL 10AM
UPLB-RQ- 9-149-21-GOODS
DEADLINE OF SUBMISSION

Request for Quotation/ Bid Form (Technical Specifications)
CHE-DSDS

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: August 25, 2021
Fund Code: 9190800
MOP: Competitive Bidding
Contact No: (049) 536-8409
Contact Person: DIANA A. TORIO

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	Hard Drive	Branded and brand new external hard drive, 1TB capacity, 2.5" drive size, slim type, USB 3.0 backward compatible to USB 2.0 interface, USB cable included; Sealed upon delivery and inspection; Warranty: 1 year on parts and services	pc	7	4,000.00	28,000.00				
2	Printer	Branded and brand new, Laser Printer; 4-in-1 Monochrome Laser Fax; Dimension: 368mmx311mmx360mm; Print Speed: 24 ppm; Resolution: HQ1200 (Up to 2400 x 600 dpi); Printing Width: 8.19 in; USB 2.0; Memory Capacity: 16 MB; Power Source: 220-240 V AC 50 / 60 Hz; Power Consumption - Printing: Approx. 420 W; Maximum Paper Capacity: Up to 250 sheets of 80 gsm plain paper; Paper Type: Plain Paper, Thin Paper, Thick Paper, Recycled Paper, Bond Paper, Labels and Envelopes; Paper Size: A4, Letter, B5(ISO/JIS), A5, A5(Long Edge), B6(ISO), A6, Executive, Legal, Folio; Product manual, application disc, usb data cable, demo toner and power cable included; Sealed upon delivery and inspection; Warranty: 1 year on repair, parts and services.	pc	1	15,000.00	15,000.00				
3	Webcam	Branded and brand new Webcam; Dimensions including fixed mounting clip: Height: 44 mm; Width: 95 mm; Depth: 71 mm; Cable length: 1.5 m; Weight: 162 g; Max Resolution: 1080p/30 fps - 720p/ 60 fps; Camera mega pixel: 3; Focus type: Autofocus; Lens type: Glass; Built-in mic: Stereo; Mic range: Up to 1 m; Diagonal field of view (dFoV): 78°; Tripod-ready universal mounting clip fits laptops, LCD or monitors; Compatible with Windows 7 or later, macOS 10.10 or later, Chrome OS, USB - A port; Sealed upon delivery and inspection; Warranty: 1 year on parts and services.	pc	7	5,000.00	35,000.00				

4	Headset with microphone	Branded and brand new; USB Computer Headset with microphone; Dimensions: Height: 171 mm, Width: 151 mm, Depth: 68 mm, Weight: .197 kg; Cable length: 2.33 m; Microphone Type: Bi-directional Input Impedance: 32 Ohm Sensitivity (headphone): 94 dBV/Pa +/- 3 dB Sensitivity (microphone): -17 dBV/Pa +/- 4 dB Frequency response (Headset): 20 Hz - 20 KHz Frequency response (Microphone): 100 Hz - 10 KHz; Compatible with: Windows, macOS, or Chrome OS; USB port 1 Warranty: 2 years limited on parts and services	pc	7	3,000.00	21,000.00			
5	Ring Light	Branded and brand new ring light; Dimmable with telescopic tripod, 6"16cm Rk-15; Ringlight Dimension: 26cm; Light Modes: (3) Warm Yellow, Warm White, White; Suitable for Photography and Live Video Streaming; Multi Function Ring Light; Easy adjustable light color temperature; Equipped with a variety of heights and angles; Plug_Type: USB; Input voltage: 5V; Power Consumption: 12W; Warranty: limited 1 year on repair, parts and services.	pc	7	800.00	5,600.00			
6	Backdrop, Green Screen	Brand new, Backdrop Screen, Green; 1.6x35M/ 5x 10 ft; foldable; made with neoprene and nylon cloth, with high quality spring steel, with attached velcro and stabilizer, durable, can be attached to chairs, with hand bag; Sealed upon delivery and inspection.	pc	6	1,200.00	7,200.00			
TOTAL ABC						111,800.00			
							TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked By:

Mark Efrain Gironella
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.

D. In

DIANA A. TORIO
University Research Associate

TERMS AND CONDITIONS:

- Price quotation/s 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 wch complies with the technical specifications, and other terms and conditon stated herein
- UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.
- Any interlineations, 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)

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 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: _____

Signature over Printed _____

Name of Representative: _____

Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____