

UPLB BAC SECRETARIAT
 BY: _____ DATE: 11-12-21
 NOV 17 2021 *Janm*
 UPLB-RQ- 11-372-21-Res
DEADLINE OF SUBMISSION

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

Request for Quotation/ Bid Form (Technical Specifications)
BEE PROGRAM - OVCRE

UPLB-RQ- _____

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: _____
 Fund Code: N826800
 MOP: SHOPPING
 Contact No: 0975533157
 Contact Person: JESSICA BAROGA-BARBECHO

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.
 - 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.
 - 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 requirement.</small> | QUOTED UNIT PRICE | TOTAL QUOTED PRICE | EVALUATION <small>(Leave this space blank. For BAC/Evaluators only)</small> |
|------------------|--------------------------|---|-----------------|------|--|---|---|-------------------|--------------------|--|
| | Seed plant | <i>Turnera</i> spp. (white flower, potted, pre-reproductive stage, sturdy, uniform size and age) | pc | 2000 | 10.00 | 20,000.00 | | | | |
| | Seed plant | <i>Cuphea</i> spp. (white flower, pre-reproductive stage, potted, uniform size and age) | pc | 1000 | 20.00 | 20,000.00 | | | | |
| | Seed plant | <i>Vitex negundo</i> (reproductive stage, potted, sturdy, uniform size and age) | pc | 2000 | 25.00 | 50,000.00 | | | | |
| | Seed plant | <i>Sphagneticola trilobata</i> (white flower, potted, pre-reproductive stage, sturdy, uniform size and age) | pc | 2000 | 5.00 | 10,000.00 | | | | |
| TOTAL ABC | | | | | | 100,000.00 | | | | |
| | | | | | | | TOTAL QUOTED AMOUNT IN WORDS: | | | |

Reviewed and Checked By: _____
PAMELA E. LAPITAN 5/17/2021
 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

JESSICA B. BAROGA-BARBECHO
 BUYER/ END USER

TERMS AND CONDITIONS:

- Price quotation/s shall be valid for a period of at least (70) 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
- 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 conditions stated herein
- UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University
- Any representations, warranty or undertakings shall be void if they are stated or stated 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 53.8) | Negotiated Procurement- Emergency (Section 53.2) |
|---|-----------------------|--|---|--|--|
| 1 Mayor's Business Permit | / | / | / | / | / |
| 2 PHICEPS Registration Number | / | / | / | / | / |
| 3 Professional Technical CV (consulting services) | / | / | / | / | / |
| 4 PCAD License (for infrastructure) | / | / | / | / | / |
| 5 Income Tax Return (for returns (except for government agencies as lessee) | | FOR ABCS ABOVE 500K | / | / | FOR ABCS ABOVE 50K |
| 6 Omnibus Sworn Statement | | FOR ABCS ABOVE 50K | / | / | FOR ABCS ABOVE 500K |
| 7 NPCC for infrastructure with ABC above P500K | | / | / | / | FOR ABCS 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 _____
 Position: _____

Tel. No.: _____
 Fax No.: _____
 Email Address: _____
 Date: _____