



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

Request for Quotation/ Bid Form (Technical Specifications)
INFORMATION TECHNOLOGY CENTER

UPLB BAC SECRETARIAT
 BY: [Signature] DATE: 3/9/22
MAR 14 2022 -TIL 11AM
UPLB-RQ- 8-040-22-GOOD
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: June 16, 2021
 Fund Code: 8216500
 MOP: _____
 Contact No: 536-2886
 Contact Person: Anita D. Palmes - ITC

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		Branded and Brand new Super high yield Ink Cartridge LC3619XLBK, Black Approx. 3000 pages in accordance with ISO/IEC 24711 Innobella™ Ink Cartridge for Brother MFC-J2730DW, Genuine, at least 1 year expiration upon delivery	CRT	10	2,100.00	21,000.00				
2		Branded and Brand new Super high yield Ink Cartridge LC3619XLC, Cyan Approx. 1500 pages in accordance with ISO/IEC 24711 Innobella™ Ink Cartridge for Brother MFC-J2730DW, Genuine, at least 1 year expiration upon delivery	CRT	10	1,500.00	15,000.00				
3		Branded and Brand new Super high yield Ink Cartridge LC3619XLM, Magenta Approx. 1500 pages in accordance with ISO/IEC 24711 Innobella™ Ink Cartridge for Brother MFC-J2730DW, Genuine, at least 1 year expiration upon delivery	CRT	10	1,500.00	15,000.00				
4		Branded and Brand new Super high yield Ink Cartridge LC3619XLY, Magenta Approx. 1500 pages in accordance with ISO/IEC 24711 Innobella™ Ink Cartridge for Brother MFC-J2730DW, Genuine, at least 1 year expiration upon delivery	CRT	10	1,500.00	15,000.00				
5		Branded and Brand new TN-2380 Toner Black, black cartridges Page Yield 2,600 Pages for Brother DCP-L2550DW, Genuine, at least 1 year expiration upon delivery	UNIT	10	3,600.00	36,000.00				
TOTAL ABC						102,000.00				
TOTAL QUOTED AMOUNT IN WORDS:										

Reviewed and Checked By:

ANDREW P. LICARDO / 06.24.2021
 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 the office as soon as possible on or before the deadline stated herein.

[Signature]
 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.
- 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, erasure, 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	Negotiated Procurement- Lease of Real Property or	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Exclusive Technology	Negotiated Procurement- Emergency
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: _____