



UNIVERSITY OF THE PHILIPPINES

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

Request for Quotation/ Bid Form (Technical Specifications)
DEPARTMENT OF FOREST BIOLOGICAL SCIENCES-CFNR

UPLB BAC SECRETARIAT
BY: DATE: 5-9-22

MAR 16 2022 -10AM

UPLB-RQ- 3-075-22-RES
DFBS-CFNR OF SUBMISSION

SUBMISSION:

Suppliers Name:

Date: September 02, 2021
Fund Code: N9B0822
MUF: SMALL VALUE PROCUREMENT
Contact No: bsmaldia@up.edu.ph
Contact Person: Dr. Lerma S.J. Maldia

Please quote your lowest price on the item/s listed below, subject to the General Conditions below.

- 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,
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:

Table with 10 columns: 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, QUOTED UNIT PRICE, TOTAL QUOTED PRICE, EVALUATION. Includes rows for Lab analysis items and a TOTAL ABC row.

Reviewed and Checked By: [Signature] 16 Feb 2022
BAC TWG

TOTAL QUOTED AMOUNT IN WORDS:

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

LERMA S.J. MALDIA
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. DELIVERABLE SUPPLIES, IN A MINIMUM OF ONE (1) YEAR WARRANTY AND TWO (2) TO THREE (3) YEARS WARRANTY IN APPLICATION TO THE USE OF NON-DELIVERABLE SUPPLIES AND EQUIPMENT BY End-user of the delivered supplies.
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 initiated by you or any of your duly authorized representative/s.

Requirements for Suppliers (GPPB Resolution No. 21-2017)

Table with 6 columns: 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). Includes rows for Mayor's/Business Permit, PhilGEPS Registration Number, etc.

Name of the Company:
Address:
Signature over Printed Name of Position:
Tel. No.:
Fax No.:
Email Address:
Date: