



UNIVERSITY OF THE PHILIPPINES  
LOS BANOS  
Los Banos, IV-A  
VAT Reg. TIN: 000-884-006-00004

Request for Quotation/ Bid Form (Technical Specifications)  
INSTITUTE OF PLANT BREEDING

UPLB BAC SECRETARIAT  
BY: ~~1~~ DATE: 3-18-22  
MAR 23 2022 - 10AM  
UPLB-RQ- 3-095-22-RES  
DEADLINE OF SUBMISSION  
UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: \_\_\_\_\_  
\_\_\_\_\_

Date: February 22, 2022  
Fund Code: NB-241-21  
MOP: SHOPPING  
Contact No: 0915-547-7197  
Contact Person: RHON JULIUS S. MAYUGA

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, 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 SUPPLIERS | ESTIMATED TOTAL  | OFFERED SPECIFICATION  | QUOTED UNIT PRICE | TOTAL QUOTED | EVALUATION (Leave this blank) |
|------------------|--------------------------|--|-----------------|-----|---|------------------|--|-------------------|--------------|-------------------------------|
| 1                | Face Mask                | Face Mask disposable surgical type ear loop 100s                                       | box             | 4   | 400.00                                      | 1,600.00         |  |                   |              |                               |
| 2                | Gloves                   | Gloves, powder-free, vinyl, examination gloves, medium, 100pcs./box                    | box             | 4   | 400.00                                      | 1,600.00         |  |                   |              |                               |
| 3                | Microcentrifuge Tubes    | Microcentrifuge Tubes, 2mL, 500 pcs / pack, autoclavable                               | pck             | 15  | 1,500.00                                    | 22,500.00        |  |                   |              |                               |
| 4                | PCR tubes                | PCR tubes FOR PCR, 0.2 ML (1000 PC/BOX)  | box             | 10  | 1,500.00                                    | 15,000.00        |  |                   |              |                               |
| 5                | Pipette Tips             | Pipette tips. 20ul White short Pipette tips , 1000pcs/pack polypropylene, autoclavable | pck             | 10  | 1,500.00                                    | 15,000.00        |  |                   |              |                               |
| <b>TOTAL ABC</b> |                          |  |                 |     |   | <b>55,700.00</b> |  |                   |              |                               |
|                  |                          |  |                 |     |   |                  | TOTAL QUOTED AMOUNT IN WORDS: Fifty Five Thousand Seven Hundred Pesos Only |                   |              |                               |

Reviewed and Checked By: MR. QUINCY E. YBAÑEZ  
BAC TWIG

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.

Rhon Julius S. Mayuga  
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.
- 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 initiated by you or any of your duly authorized representatives.

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

| REQUIREMENTS  | Shopping | Negotiated Procurement- | Negotiated | Negotiated | Negotiated |
|---|----------|-------------------------|------------|------------|------------|
| 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) |          | FOR ABC'S ABOVE 500K    | /          | /          | FOR ABC'S  |
| 6 Omnibus Sworn Statement                               |          | FOR ABC'S ABOVE 50K     | /          | /          | FOR ABC'S  |
| 7 NECC for Infrastructure with ABC above Ph500K         |          |                         | /          | /          | FOR ABC'S  |

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