

UNIVERSITY OF THE PHILIPPINES

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

Request for Quotation/ Bid Form (Technical Specifications)
School of Environmental Science and Management

UPLB BAC SECRETARIAT BY: 1 DATE: 5-2-22

MAY 1 1 2022 - 5PM

UPLB-RQ- 5-150-22-RES DEAUPLEROF SUBMISSION

> DEADLINE OF SUBMISSION:

upplier:	Date	April 01, 2022
	Fund Cade:	N9-B15-91
	MOP:	SHOPPING
	Contact No:	9217128347
	Gonlact Person	Chindee A. Aviles

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

- Note:
 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 Pese 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 safe literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
 4. Quotation brought fax/email is acceptable. Winning bidder shall submit original signed RO before issuance of Puchase order (P.O.).
 5. Quotation 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:

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 Suppliers must state here the detailed technical specifications of their otter against each of the knieldure parameters of each requirements.	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank, For BAC/ Evaluators only)
1	Stapler	Stapler, big, heavy duty, No 35	pc	3	500	1,500.00				
2	Staple Wire	Staple Wire No. 35	box	6	190	1,140.00				
3	Scissors	Scissors, big	DC	2	100	200.00				
4	Paper Multicopy	Paper Multicopy (A4), substance 80gsm (branded)	rm	10	1000	10,000.00				
5	Bond paper	Bond paper (A4), substance 70gsm (branded)	rm	14	800	11,200.00				
6	Sign pen	Sign pen retractable, blue 0.7 12pcs/box	рс	4	900	3,600.00				
7	Correction Tape	Correction tape (original), 5mm x 10 m	рс	12	40	480.00				
8	Clear Book	Clear Book, Refillable Legal, green	pc	6	100	600.00				
9	Push pins	Push pins (assorted	pck	3	35	105.00				
10	Marker	Marker, whiteboard, temporary Black, 12 pcs per box	box	3	350	1,050.00				
11	Marker	Marker, whiteboard, temporary Red, 12 pcs per box	box	2	350	700.00				
12	Marker	Marker, whiteboard, temporary Blue, 12 pcs per box	box	3	350	1,050.00				
13	Notebook	Notebook, 100 leaves, spiral	рс	10	80	800.00				
14	Tape	Tape, transparent, 1 inch	рс	15	30	450.00				
15	Whiteboard	Whiteboard, 25 x35 cm	рс	3	250	750.00				
16	Sticker	Sticker Paper, A4, 10 pcs per pack	pck	7	50	350.00				
17	Record	Record book, 500 pages	рс	8	150	1,200.00				
18	Ballpen	Ballpen, 0.5 ballpoint,black, 12 pcs per box	box	4	600	2,400.00				
19	Ballpen	Ballpen, 0.5 ballpoint,blue, 12 pcs per box	box	4	600	2,400.00				
20	Ballpen	Ballpen, 0.5 ballpoint,red, 12 pcs per box	box	4	600	2,400.00				
21	Ruler	Ruler, transparent	рс	3	25	75.00				
22	File Organizer	File organizer, black	pc	8	250	2,000.00				
23	Calculator	Calculator, black, ordinary, heavy duty	pc	4	500	2,000.00				
24	Ballpen	Ballpen,ordinary, black	box	3	100	300.00				
25	Green Paper	Green Paper, legal, (branded)	rm	3	250	750.00				
26	Sharpener	Mechanical Pencil Sharpener	рс	2	500	1,000.00				
27	Folder	L-Type, transparent, A4, 10 pcs per pack	pck	8	275	2,200.00				
28	Envelope	Mailing envelope, white, long	рс	24	20	480.00				
29	Envelope	Mailing envelope, white, short	pc	24	15	360.00				

							TOTAL QUOTED AMOUN	IT IN WORDS:	
		1			TOTAL ABC	53,540.00			
-			-				-		
32	Glossy Paper	Glossy Paper, A4, 10 pcs per pack	pck	15	50	750.00			
31	Message Flag	Message Flags, "Sign Here"	рс	10	50	500.00			
30	Pencil	Pencil, lead #2, 12 pcs/box	box	5	150	750.00			

restricted and discould by.	/1	
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	ANDREW-P. LICARDO	

AND EVAPO BLACT WG

BLACT WG

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.

10.00	
 DR. RICO C. ANCOG	
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. In order to assure that manufacturing defects shall be corrected by supplier, a warranty sociarty shall be required from the contract awardee for a minimum period of three (3) menths, in the case of EXPENDABLE SUPPLIES, or a minimum of one (1) year warranty and two (2) to three (3) years extended warrantly (if applicable) in the case of NON-EXPENDABLE SUPPLIES after acceptance by End-scarc of the defenced supplies.

3. Delivery period within __1__ calendar days.
4. Award of contract shall be made to the lowest quotation witch compiles with the technical specifications, and other forms and condition stated herein 6, IPLPL invarients the right to reject nay or all offers as may be consistend most advantageous to the Linkensity.
6. Any interfersations, enabure, or overwriting shall be valid only if they are signed or installed by you or any of your duly authorized representativelys.

REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 53.9)	Negotiated Procurement-Lease of Real Property or Venue (Section 53.10)	Negotisted Procurement-Scientific, Scholarly or Arlistic Work, Exclusive Technology and Media Services (Section 53.6)	Negotiated Procurement- Emergency (Section 53.2)
Mayor's/Business Permit	/	1	/	/	1
PhilGEP8 Registration Number	1	1	/	/	1
Professional license/ CV (consulting services)		1		,	CONTRACTOR OF THE PARTY OF THE
PCAB License (for Infrastructure)		/			
Income / Business tax returns (except for government agencies as lessor)		FOR ARC'S ABOVE SOOK	,	,	FOR ABO'S ABOVE
Oninbus Sworii Statement		FOR ABOVE SOK			FOR ABOYS ABOVE 500K
NFCC for Infrastructure with ABC above Ph500k		,			FOR ABO'S ABOVE 50K

7 NFCC for Infrastructure	with ABC above Ph500k		FOR ABICS ABICV 50K
After having carefully read Name of the Company:	d and accepted your General Conditions, I/We quote you on t	he Item at prices noted above.	
Address:		Tej. No.	:
		Fax No.	
Signature over Printed Name of Representative:		Email Addr	ress:
Position:		Date:	