



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

Request for Quotation/ Bid Form (Technical Specifications)  
END-USER

UPLB BAC SECRETARIAT  
BY: J DATE: 6-29-22  
JUN 29 2022 - TIL 5PM  
UPLB-RQ- G-227-22-RES  
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF  
SUBMISSION:

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

Date: 20 June 2022  
Fund Code: NB-305-32  
MOP: Shopping (Sec. 52)  
Contact No: (049) 536-2315/+639274625514  
rlandoy@up.edu.ph  
Contact Person: RONA JOYCE S. LANDOY  
Department of Chemical Engineering

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: For van rental, include a Comprehensive Insurance and Certificate of Public Convenience (CPC) franchise.

RFQ for PR No. \_\_\_\_\_

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	External SSD	Branded and Brand New, Portable SSD, Capacity: 1 TB Interface: USB Type C Drive: Solid State Drive Read speed: up to 1030 mbps, Windows, MacOS and Linux compatible; Officially sealed upon delivery and inspection; Warranty: 1 year on parts and services.	un	5	9,500.00	47,500.00				
2	Wired Headset with microphone	Branded and Brand New, Headset; Frequency Response: 12 Hz – 28 kHz, Im: 32 Ω, DRIVER SIZE: 40 mm approx Ultra High Definition; Oval Ear Cushions Earcups, Hybrid fabric and memory foam ear cushions, USB Type A/3.5mm connection, Bendable HyperClear Cardoid microphone, Surround sound, Mic mute on / off toggle, Volume up and down control, Officially sealed upon delivery and inspection; Warranty: 2 years on parts and services.	pc	3	5,000.00	15,000.00				
3	Web Camera	Branded and Brand New, USB Full HD 1080p Web Camera ; Built-in noise reducing stereo mic and full 360-degree rotation, Max Resolution: 1080p/30 fps - 720p/ 60 fps, 3MP camera, Autofocus, Diagonal field of view (dFoV): 78°, 1.5 m attached USB - A cable, Officially sealed upon delivery and inspection; Warranty: 1 year on parts and services.	pc	3	5,000.00	15,000.00				
4	Microphone	Branded and Brand New, HD Microphone, USB, Ultra HD, Multi Mode; Flexible, adjustable stand, Tap-to-Mute Sensor with LED status indicator, 5V/100mA (USB 2.0) power supply, 16-bit-depth, 2m cable length, 20Hz-20kHz frequency response, -6dBFS (1V/Pa at 1kHz) sensitivity, s-74dBF noise (RMS), Officially sealed upon delivery and inspection; Warranty: 1 year on parts and services.	pc	3	5,000.00	15,000.00				
<b>TOTAL ABC</b>						<b>92,500.00</b>				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

Mark E. Gironella  
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.

RONA JOYCE S. LANDOY  
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 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.
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 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 (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)
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 Ombibus 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: \_\_\_\_\_

Tel. No. : \_\_\_\_\_

Fax No. : \_\_\_\_\_

Signature over Printed Name of \_\_\_\_\_

Email Address: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_