



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

Request for Quotation/ Bid Form (Technical Specifications)  
CVM

UPLB SAC SECRETARIAT  
BY: *[Signature]* DATE: 1/26/23  
JAN 30 2023 - 7L 11AM  
UPLB-RQ-B-RQ-1-021-23-GOODS  
DEADLINE OF SUBMISSION

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

Date: Jan. 23, 2023  
Fund Code: 8250128  
MOP: SYP  
Contact No: 536-2727  
Contact Person: Andres P. Adviso

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.
- 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: \_\_\_\_\_

FOOD for CVM ManExeCom Strategic Planning on Feb. 2, 3, 2023 (8250128)

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 SAC/ Evaluators only)</small>
		All the food below are to be served at the Judicial Academy of the Philippines (TJAP) in Tagaytay City. Food service provider should have a contract for the TJAP Food and Beverage Concession during the period of 2-3 February 2023.								
	CATERING SERVICES	Assisted Buffet, Day 1 Feb. 2 2023) inclusive of AM/PM Snack and Dinner								
		AM Snack : 10:00 a.m. - ham and Egg Sandwich, Mojos, Iced Tea, Brewed Coffee, Purified Drinking Water								
		Lunch : 12:00 p.m. - Mushroom Soup, Beef Broccoli, Steamed Fish Fillet, Pork Barbecue Spareribs, Mixed Vegetable, Steamed Rice, Assorted kakanin Bites, Lemon iced tea, Brewed coffee, Purified Drinking water	pax	15	2,100.00	31,500.00				
		P.M. Snack : 3:00 p.m. - Mini Shawarma Wrap, Coleslaw, Iced tea, Brewed coffee, Purified Drinking water								
		Dinner : 6:00 p.m. - Egg Drop Soup, Pok Tonkatsu, Chicken Teriyaki, Salisbury Steak, Coleslaw, Fruits in season, Steamed Rice, iced tea, Brewed coffee or tea, Purified drinking water								
		Assisted buffet, Day 2 Feb. 3, 2023) inclusive of Breakfast, AM/PM Snacks, Lunch								

	Breakfast : 6:00 a.m. - Beef Tapa, Toasted Garlic Bread, Sunny Side Up Or Scrambled Egg, Brewed coffee and Hot Chocolate, Purified Drinking water						
CATERING SERVICES	AM Snack : 10:00 a.m. - Mini Burger Sliders, French fries, Iced tea, Brewed coffee, Purified Drinking water	pax	15	1,650.00	24,750.00		
	Lunch : 12:00 p.m. - Crab and Corn Soup, Sweet and Sour meatballs, Chicken fingers, Chopsuey, Fruits in season, Steamed Rice, Iced tea, Brewed coffee or tea, Purified drinking water						
	P.M. snack : 2:00 p.m. - Mini Clubhouse sandwich, Coleslaw, Iced tea, Brewed coffee, Purified drinking water						
					56,250.00		
						TOTAL QUOTED AMOUNT IN WORDS:	

Reviewed and Checked by

*Lea Gonzales*  
Lea Gonzales

*[Signature]*  
BUYER/ END-USER

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

**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
- 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 representative/s.

**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 53.8)	Negotiated Procurement- Emergency (Section 53.2)
1 Mayor's/Business Permit	/	/	/	/	/
2 PhilGEPS Registration Number	/	/	/	/	/
3 Professional license/ CV (consulting services)	/	/	/	/	/
4 FCAB License (for Infrastructure)	/	/	/	/	/
5 Income / Business tax returns (except for government agencies as lessee)		FOR ABC'S ABOVE 500k	/	/	FOR ABC'S ABOVE 50k
6 Omnibus Sworn Statement		FOR ABC'S ABOVE 50k			FOR ABC'S ABOVE 500k
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: \_\_\_\_\_ Tel. No. : \_\_\_\_\_  
 Address: \_\_\_\_\_ Fax No. : \_\_\_\_\_  
 Signature over Printed \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Position: \_\_\_\_\_ Date: \_\_\_\_\_