



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 Civil Engineering, CEAT

UPLB-RQ-

DEADLINE OF SUBMISSION:

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

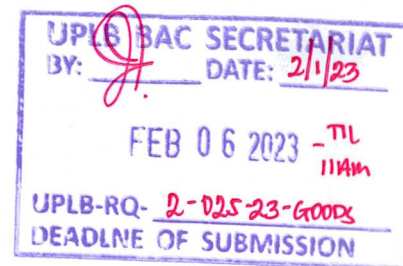
Date: January 19, 2023  
Fund Code: 8250132  
MOP: Small Value Procurement  
Contact No: 0998-537-5870 nvaquilar@up.edu.ph  
Contact Person: Niña Gracia V. Aguilar

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 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, unconditional statement of
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: \_\_\_\_\_

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 offer against each of the individual parameters of each requirements	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC/ Evaluator's only)
1	Fixtures	Branded and brand New Whiteboard 3x4 (LxW) Wall-mounted, porcelain whiteboard	pc	8	3,780.00	30,240.00				
		Aluminum Frame								
		Magnetic Board								
		With whiteboard marker and eraser tray								
		Safety Corner Caps								



2	Fixtures	Branded and brand New Whiteboard 4x8 (LxW) Wall-mounted, porcelain whiteboard	pc	4	6,960.00	27,840.00				
		Aluminum Frame								
		Magnetic Board								
		With whiteboard marker and eraser tray								
		Safety Corner Caps								
TOTAL ABC						58,080.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

ENGR. D. J. D. CAMUS

Dec TWO 43-2023

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.

NINA GRACIA ABULAR  
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 after acceptance by End-user of the delivered supplies.
- Delivery period within 30 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)

		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	REQUIREMENTS	/	/	/	/	/
2	Mayor's/Business	/	/	/	/	/
3	PhikGEPB	/	/	/	/	/
4	Professional license/	/	/	/	/	/
5	PCAS License (for Infrastructure)		FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 500K
6	Income / Business Tax returns (last 2 years)		FOR ABC'S ABOVE 500K			FOR ABC'S ABOVE 500K
7	Omnibus Sworn Statement NFCC for Infrastructure with ABC above Ph500k		/			FOR ABC'S ABOVE 500K

After

Name of the Company:

Address:

Signat

Position:

Tel. No.:

Fax No.:

Email Address

Date: