



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

Request for Quotation/ Bid Form (Technical Specifications)  
CFNR-DO

UPLB BAC SECRETARIAT  
BY: JT DATE: 4/17/23  
APR 24 2023 -TIL 11:44M  
UPLB-RQ- 4-088-23-GOODS  
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

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

Date: April 14 2023  
Fund Code: 9190800  
MOP: Small Value Procurement  
Contract No: (049) 536-3296  
Contact Person: Roderic M. Valencia

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.

- 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 THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	OFFERED SPECIFICATION <small>Suppliers must cite here the detailed technical specifications of their offer against each of the actual parameters of each requirement.</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC Evaluators only)
1		CFNR-DO <b>AM+PM Snacks +Lunch+Dinner</b> for cum Workshop of QA, Committee (2f) <b>April 2023 Lunch and Dinner</b> (Rice, Fish/Pork/Chicken/Beef, Vegetable, Fruits, Water) Snack (Pasta/Soup/noodles/kakanin/pastries Sandwich & Juice) <b>Packed</b>	PAX	20	520.00	10,400.00				
2		CFNR-DO <b>AM+PM Snacks +Lunch+Dinner</b> for cum Workshop of QA, Committee (2f) two separate meetings <b>May 2023. Lunch and Dinner</b> (Rice, Fish/Pork/Chicken/Beef, Vegetable, Fruits, Water) Snack (Pasta/Soup/noodles/kakanin/pastries Sandwich & Juice) <b>Packed</b>	PAX	20	520.00	10,400.00				
3		CFNR-DO <b>AM+PM Snacks +Lunch+Dinner</b> for cum Workshop of QA, Committee (2f) two separate meetings <b>June 2023. Lunch and Dinner</b> (Rice, Fish/Pork/Chicken/Beef, Vegetable, Fruits, Water) Snack (Pasta/Soup/noodles/kakanin/pastries Sandwich & Juice) <b>Packed</b>	PAX	20	520.00	10,400.00				
4		CFNR-DO <b>AM+PM Snacks+ Lunch+Dinner</b> for F2F Stakeholders Consultation Workshop (Faculty, Students, Alumni, and employers) <b>April 2023 Lunch +Dinner</b> (Rice, Fish/Pork/Chicken/Beef, Vegetable, Fruits, Water) Snack (Pasta/Soup/noodles/kakanin/pastries Sandwich & Juice) <b>Packed</b>	PAX	50	520.00	26,000.00				

5	CFNR-DO AM+PM Snacks+ Lunch+Dinner for F2F Stakeholders Consultation Workshop (Faculty , Students, Alumni, and employers) <b>May 2023 Lunch +Dinner</b> (Rice, Fish/Pork /Chicken/Beef, Vegetable, Fruits, Water) Snack (Pasta/Soup/noodles/kakanin/pastries Sandwich & Juice) <b>Packed</b>	PAX	50	520.00	26,000.00			
6	CFNR-DO AM+PM Snacks+ Lunch+Dinner for F2F Stakeholders Consultation Workshop (Faculty , Students, Alumni, and employers) <b>June 2023 Lunch +Dinner</b> (Rice, Fish/Pork /Chicken/Beef, Vegetable, Fruits, Water) Snack (Pasta/Soup/noodles/kakanin/pastries Sandwich & Juice) <b>Packed</b>	PAX	50	520.00	26,000.00			
<b>TOTAL ABC</b>					<b>109,200.00</b>			
						<b>TOTAL QUOTED AMOUNT IN WORDS:</b>		

Reviewed and Checked By:

*LEA C. GONZALES*  
BAC TWS

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.

*Roderic M. Valencia*  
RODERIC M. VALENCIA  
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
3. Delivery period within 14 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, assurance, 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 Procurement-	Negotiated Procurement-Scientific,	Negotiated
1 Major'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 Creditors 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:

Address: \_\_\_\_\_  
 Signature over \_\_\_\_\_  
 Printed Name of \_\_\_\_\_  
 Position: \_\_\_\_\_

Tel. No.:

Fax No.:

Email Address:

Date: