



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

Request for Quotation/ Bid Form (Technical Specifications)
DEPT. OF SOCIAL FORESTRY AND FOREST GOVERNANCE

UPLB BAC SECRETARIAT
BY: 7 DATE: 5-9-23

MAY 15 2023 5pm

UPLB-RQ- 5-138-23-PES
DEADLINE OF SUBMISSION
UPLB-RQ-

DEADLINE OF
SUBMISSION:

Suppliers Name: _____

Date: February 02, 2023 PR # 136487
Fund Code: N9 292 22
MOP: SHOPPING
Contact No: 049 536 3493/ 0967 866 3736
Contact Person: Paula Mae G. Dagsi

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: **SUPPLIERS' STORE/ESTABLISHMENT SHOULD BE LOCATED IN LOS BAÑOS, LAGUNA OR WITHIN THE VICINITIES.**

| ITEM No. | GENERAL NAME OF THE ITEM | REQUIRED SPECIFICATIONS | UNIT OF MEASURE | QTY | ESTIMATED UNIT APPROVED | ESTIMATED TOTAL | OFFERED SPECIFICATION <small>Suppliers must state here the detailed</small> | QUOTED UNIT PRICE | TOTAL QUOTED PRICE | EVALUATION <small>(Leave this space)</small> |
|-----------|---|---|-----------------|-----|-------------------------|-----------------|--|-------------------|--------------------|---|
| 1 | Laptop with licensed software and peripherals | Branded and Brand New Laptop Unit: 14-in or 15-in size, with number keypad and backlit keyboard, with licensed software and peripherals; Processor type: Intel Core i7 or Ryzen equivalent; CPU Speed: at least 3.3GHz; Cache size: at least 8MB of Layer 3 Cache; Memory size: 16GB DDR4; HDD Size: 512GB SSD plus 1TB HDD; Display resolution Video Card: 3050 Ti 4GB GDDR6 or higher Camera FHD with Dual Microphone Operating Systems: Windows 11; Warranty: at least 2 years on parts and services; Others: Performance requirements and recognized industry standards | pc | 1 | 100,000.00 | 100,000.00 | | | | |
| TOTAL ABC | | | | | | 100,000.00 | TOTAL QUOTED AMOUNT IN WORDS: | | | |

Reviewed and Checked By: _____

JOSEFFREY MAGNATA
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.

Paula Mae G. Dagsi
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 3 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.
- OTHER CONDITIONS: **SUPPLIER'S STORE MUST LOCATED IN LOS BAÑOS, LAGUNA OR WITHIN THE VICINITIES.**

Requirements for Suppliers (GPPB Resolution No. 21-2017)

| REQUIREMENTS | Shopping <small>(Section 52)</small> | Negotiated <small>Procurement</small> | Negotiated <small>Procurement</small> | Negotiated Procurement- Scientific, <small>Scholarship or Academic Work, Exclusion</small> | Negotiated <small>Procurement</small> |
|--|---|--|--|---|--|
| 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 Omnibus Sworn Statement | / | FOR ABC'S ABOVE 500K | / | / | 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 Representative: _____

Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____