



UNIVERSITY OF THE PHILIPPINES

LOS BANOS

Los Banos, IV-A

VAT Reg. TIN: 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications)

TYPE END USER/DEPARTMENT UNIT

IBS

UPLB BAC SECRETARIAT
BY: JF DATE: 6/14/23
JUN 20 2023 - 11L 10AM
UPLB-RQ- 6-159-23-GOODS
DEADLINE OF SUBMISSION

DEADLINE OF SUBMISSION:

Suppliers Name:

Date: May 26, 2023
Fund Code: 8203123 (TOSF)
MOP: NP-53.9 SMALL VALUE PROCUREMENT
Contact No: 9153033581
Contact Person: Sheila Mae O. Mercado - sqmercado@p.edu.ph IBS/CAS

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 specification and compliance issued by the manufacturer and sample.
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:

Table with 10 columns: 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, QUOTED UNIT PRICE, TOTAL QUOTED PRICE, EVALUATION. Row 1: Equipment repair, PCB converter 5430 R, as of serial 1 no. 13.000; mainboard software as of version 2.0, 230 V. Includes service and installation charge. Scope of work: Repair and installation of replacement of PCB Converter for 1 unit Eppendorf Refrigerated Centrifuge Model: 5430R with serial number 5428GN525137.

TOTAL ABC	165,000.00						
		TOTAL QUOTED AMOUNT IN WORDS:					

Reviewed and Checked By:

Mark Anthony A. Badua
 ENGR. MARK ANTHONY A. BADUA
 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.

Sheila Mae Q. Mercado
 SHEILA MAE Q. MERCADO
 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 30 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 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 53.6)	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 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: _____

Address: _____

Signature over _____

Printed Name of _____

Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____



UNIVERSITY OF THE PHILIPPINES
LOS BAÑOS
 Los Baños, Laguna,
 VAT Reg. TIN: 000-864-00610004

RECEIVED
MAY 05 2023

Purchase Request
 OFFICE OF THE VICE CHANCELLOR
 FOR ADMINISTRATIVE SERVICES

Entity Name: UP Los Banos Fund Cluster: 07 PPMP No.:

Office/Section: UPLB Institute of Biological Sciences	PR No.: 141434 Responsibility Center Code: LB03039001 - -	Date: Apr 25, 2023
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Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	lot	For repair and supply of parts for Eppendorf centrifuge	1	165,000.00	165,000.00
Grand Total					165,000.00

Purpose: PR for Equipment Repair - Non-Common use items - IBS - SQMercado - TOSF

Signature:	Requested by:	Approved by:
Printed Name:	Paller, Dr. Vachel Gay Velasco	Bello, Assoc. Prof. Rolando Trinidad
Designation:	Director	Vice-Chancellor

Recommending approval:

 MARIBEL DIONISIO-SEASE
 Dean, CAS

446
12/21/2023



UNIVERSITY OF THE PHILIPPINES

LOS BANOS

Los Banos ,Laguna,,IV-A
TIN: 000-864-006-00004

SUPPLEMENTAL PROJECT PROCUREMENT MANAGEMENT PLAN
For Non-common use Goods

END-USER/UNIT: UPLB Institute of Biological Sciences

Contact Person: Sheila Mae Q. Mercado

Address: MBB Laboratory, IBS, CAS

Contact No.: 09153033581

Email Address: sqmercado@up.edu.ph

CODE	GENERAL DESCRIPTION	QTY/ SIZE	ESTIMATED BUDGET	MODE OF PROCUREMENT	SOURCE OF FUND	SCHEDULE/MILESTONE OF ACTIVITIES											
						Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
140850-	Beaker, 500ml	6 pc	3,800.00	Competitive Bidding	184						30-JUN-23						
140850-	Beaker, 250ml	12 pc	6,000.00	Competitive Bidding	184						30-JUN-23						
140850-	Stage micrometer	8 pc	28,000.00	Competitive Bidding	184						30-JUN-23						
140850-	Horizontal Electrophoresis set up with built-in power supply	1 un	39,000.00	Competitive Bidding	184						30-JUN-23						
140850-	Beaker, 1000ml	6 pc	4,200.00	Competitive Bidding	184						30-JUN-23						
140850-	Graduated cylinder, 10ml	5 pc	2,500.00	Competitive Bidding	184						30-JUN-23						
140850-	Repair and supply of parts and labor for Eppendorf Refrigerated Centrifuge (with exclusive distributor)	1 lot	165,000.00	NP-53.9 Small Value Procurement	184						30-JUN-23						
140850-	BActo -trytone, 500g	1 btl	5,000.00	NP-53.9 Small Value Procurement	184						30-JUN-23						
140850-	Bacto-agar, 500g	1 btl	4,500.00	NP-53.9 Small Value Procurement	184						30-JUN-23						
140850-	Yeast extract, 500g	1 btl	8,500.00	NP-53.9 Small Value Procurement	184						30-JUN-23						
140850-	Graduated cylinder, 100ml	5 pc	5,000.00	Competitive Bidding	184						30-JUN-23						
140850-	Refrigerator, 2 door with freezer, inverter	2 un	29,998.00	Competitive Bidding	184						30-JUN-23						
140850-	Beaker, 100ml	12 pc	3,600.00	Competitive Bidding	184						30-JUN-23						
140850-	Microwave	1 un	14,999.00	Competitive Bidding	184						30-JUN-23						