

**UPLB BAC SECRETARIAT**  
 BY: \_\_\_\_\_ DATE: 6-05-23  
 JUN 09 2023 10am  
 UPLB-RQ-6-178-23-RES  
**DEADLINE OF SUBMISSION**

**UNIVERSITY OF THE PHILIPPINES**

**LOS BANCOS, IV-A**  
 Los BANCOS, IV-A  
 VAT Reg. TIN: 890-854-098-0004

Request for Quotation/ Bid Form (Technical Specifications)  
**UPLB CATS - 1997**

**UPLB-RQ-**

**DEADLINE OF SUBMISSION:**

Date: June 05, 2023  
 Fund Code: NS34821  
 MOP: 47099100  
 Contact No: 9285195308  
 Contact Person: Jerald Balteson

Date: \_\_\_\_\_  
 Fund Code: \_\_\_\_\_  
 MOP: \_\_\_\_\_  
 Contact No: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_

Please quote your lowest price for the items 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 printed and properly accomplished. Do not leave blank entries, put N/A for not applicable.
  - Price conditions to be observed in all items. Price shall include all taxes, duties, and other charges 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 unexpired and complete statement of specifications and compliance issued by the manufacturer and verified.
  - Decision through technical is inoperative. Winning bidder shall submit original signed and sealed bid to the Procurement Office (PO).
  - Quotations exceeding the Approved Budget for Contract shall be rejected.
  - Documentation requirements per Memorandum No. 03 Series of 2017 shall be attached upon submission of the quotation.
  - Other: \_\_\_\_\_

**2023 Technical Specimen**

Item No.	Description	Quantity	Unit	Estimated Price	Total Price
6	Toner Cartridge	13	Box	5,000.00	65,000.00
Brand and brand new, 303 toner cartridge, Black, 2000 page yield; for Canon LBP2900/2900B/3000 printer; Genuine, Not Counterfeit or Remanufactured, Officially sealed with QR and holographic label for verification upon inspection; Manufactured on the same year of purchase date.					
<b>TOTAL ABC</b>				<b>65,000.00</b>	
<b>TOTAL QUOTED AMOUNT IN WORDS:</b>					

Reviewed and Checked By:

*Mark Erlain Gironella*  
**Mark Erlain Gironella**  
 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 dead line stated herein.

*Mary Ann D. Maquilan*  
**Mary Ann D. Maquilan**  
 BUYER/ENCUSER

**TERMS AND CONDITIONS:**

- Price conditions shall be valid for a period of at least (90) calendar days from the date of submission.
- In order to secure the manufacturing defects shall be corrected by supplier at its own expense for a minimum period of three (3) months, in the case of DEFENDABLE 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-DEFENDABLE SUPPLIES after purchase by Encuser of the demand supplies.
- Delivery period within 14 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.

5. UPUB reserves the right to reject any or all offers as may be considered most advantageous to the University.  
 6. Any bid/offerors, ensure, or covering shall be void only if they are signed or initialed by you or any of your duly authorized representatives.

**Requirements for Suppliers (CPIB Revision No. 24-0311)**

Requirements	Shopping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 53.9)	Negotiated Procurement- Lease of Real Property or Value (Section 53.10)	Negotiated Procurement- Specialty or Artistic Work, Excludes Technology and Media Services (Section 53.6)	Negotiated Procurement- Emergency (Section 53.2)
1) Mayor's Business Permit	/	/	/	/	/
2) PROCP's Registration Number	/	/	/	/	/
3) Professional License CV (consulting services)	/	/	/	/	/
4) ECAL License (for construction)	/	/	/	/	/
5) Income / Business tax return (except for government agencies as lessee)	/	/	/	/	/
6) Current Sworn Statement	/	/	/	/	/
7) NFCC for (in compliance with ABC a best Practice)	/	/	/	/	/

After having carefully read and accepted your General Conditions, (We quote you on the item at prices noted above,

Name of the Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Tel. No.: \_\_\_\_\_  
 Fax No.: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Date: \_\_\_\_\_

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