

## UNIVERSITY OF THE PHILIPPINES

LOS BANOS

Los Banos, IV-A VAT Reg. TIN: 000-864-006-00004

# Request for Quotation/ Bid Form (Technical Specifications) <u>UPLB BAC -SEC</u>

UPLB BAC SECRETARIAT

BY: \_\_\_\_ DATE: ¬|n|23

JUL 1 4 2023 - TIL

UPLB-RQ- 7-203-23-GOODS-DEADLNE OF SUBMISSION

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DEADLINE OF SUBMISSION:

Suppliers Name:	Date:	July 10, 2023
	Fund Code:	
	MOP:	Small Value Procurement
	Contact No:	9285158303
	Contact Person	JANET BALENSON

#### Please quote your lowest price on the item/s listed below, subject to the General Conditions below.

#### Not

- 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 Puchase order (P.O.).
- 5. Quotations exceeding the Appoved 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:

### 2023 CATERING SERVICES

No.	GENERAL NAME OF THE	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/ Evaluators only)
1	Catering Services	Catering Services July 15, 2023- Strategic Planning of UP System Executives  AM Snacks: Sandwiches/Pancit or Pasta + drinks  PM Snacks: Pasta & pastries + drinks  Plated/Assisted buffet set up with floral centerpiece, complete table wares, linens and waiters, all meals are with continuous coffee, water, chips, nuts, biscuits, and	pax	100	150.00	15,000.00				

2	Breakfast: Silog meals + juice  Plated/Assisted buffet set up with floral centerpiece, complete table wares, linens and waiters, all meals are with continuous coffee,water, chips, nuts, biscuits, and candies.	pax	50	250.00	12,500.00		
3	Lunch: 4 choices of viand (fish/chicken/pork/vegetable) + rice + fruits/desserts + drinks +Salad bar: macaroni, potato and garden salad  Plated/Assisted buffet set up with floral centerpiece, complete table wares, linens and waiters, all meals are with continuous coffee,water, chips, nuts, biscuits, and candies.	pax	50	350.00	17,500.00		
4	Catering Services July 16, 2023- Strategic Planning of UP System Executives  AM Snacks: Sandwiches/Pancit or Pasta + drinks PM Snacks: Pasta & pastries + drinks  Plated/Assisted buffet set up with floral centerpiece, complete table wares, linens and waiters, all meals are with continuous coffee, water, chips, nuts, biscuits, and candies.	pax	100	150.00	15,000.00		

Breakfast: Silog meals + juice Plated/Assisted buffet set up with floral centerpiece, complete table 5 50 250.00 12,500.00 pax wares, linens and waiters, all meals are with continuous coffee, water, chips, nuts, biscuits, and candies. Lunch: 4 choices of viand (fish/chicken/pork/vegetable) + rice + fruits/desserts + drinks +Salad bar: macaroni, potato and garden salad 50 17,500.00 6 350.00 pax Plated/Assisted buffet set up with floral centerpiece, complete table wares, linens and waiters, all meals are with continuous coffee, water, chips, nuts, biscuits, and candies. Catering Services July 15, 2023- Strategic Planning of UP System Executives Dinner - choices of viand (fish/chicken/pork/vegetable) + rice + fruits/desserts + drinks +Salad bar: macaroni, potato and garden salad 17,500.00 7 50 350.00 pax Plated/Assisted buffet set up with floral centerpiece, complete table wares, linens and waiters, all meals are with continuous coffee, water, chips, nuts, biscuits, and candies.

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	Other services - Buffet set up								
_		Location		0.000.00			l .		
8	Sound sytem rentals, tables and tiffany	lot	1	8,000.00	8,000.00				
11	chairs set up								
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Not	2:								
Has	experience in serving UPLB Executive and have stall with in Univ-	ersity							
4-				TOTAL ABC	445 500 00	T	T	T	
				TOTAL ABC	115,500.00				
						TOTAL QUOTED AMOUNT IN WORL	DS:		
	Reviewed and Checked By:								
	lac								
	paga .								
	BAC TWG		-						
	7//								
	Please quote at your government price (including VAT) and state that the time within which you can ma	ke delivery. It	will be app	reciated if we can have y	our quotation in the offic	e as soon as possible on or before the	ne deadline stated	herein.	
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						BUYER/ END-USER		•	
TERMS	AND CONDITIONS:				1				
1. Price	quotation/s shall be valid for a period of at least (30) calendar days from the date of submission.	rardee for a minin	num period of	three (3) months, in the cas	e of EXPENDABLE SUPPLIES	S. or a minimum of one (1) year warranty:	and two (2) to three	(3) years	
1. Price 2. In ord			num period of	three (3) months, in the cas	e of EXPENDABLE SUPPLIE:	S, or a minimum of one (1) year warranty	and two (2) to three	(3) years	
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