



UNIVERSITY OF THE PHILIPPINES
LOS BANOS
Los Banos, PVA
UTP Reg. TFC: 006-894-896-0004

Request for Quotation/RFQ Form (Technical Specifications)
SCHOOL OF ENVIRONMENTAL SCIENCE AND MANAGEMENT/ESMAM

UPLB BAC SECRETARIAT
BY: DATE: 7-18-23

JUL 25 2023 *Sign*
UPLB-RQ- 7-229-23-125
DEADLINE OF SUBMISSION

UPLB-RQ- _____
DEADLINE OF SUBMISSION: _____

Supplier Name: _____

Date: _____
Fund Code:
MOP:
Contact No:
Contact Person:

Please quote your lowest price on 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 in print and properly accomplished. Do not leave blank entries, put N/A for not applicable.
 - Price quotations to be decontracted 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 or vendor's sale literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
 - Quotation through bid/offer is acceptable. Winning bidder shall submit original signed RFQ 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 APPROXIMATE QUANTITY OF THE CONTRACT	ESTIMATED TOTAL APPROXIMATE BUDGET OF THE CONTRACT	OFFERED PRICE/COST	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	REMARKS (Leave this space blank for BAC/Especially with)
	Laptop Computer	Branded & Brand New Laptop Computer Processor: 7000 Series AMD Ryzen 7 7730U or Advance Series Model Graphics: AMD Radeon or Higher Model Memory: 16GB DDR4 or Higher Storage: 512GB SSD M.2 2242 PCIe 4.0x4 NVMe or Higher Display: 15.6-Inches or Higher, FHD (1920x1080) or Higher, IPS, 300Hz or Higher, Anti-glare Camera: HD 720p or Higher with Privacy Shutter WLAN + Bluetooth: Wi-Fi 6, 11ax 2x2 + BT5.1 or Higher Standard Ports 2x USB 3.2 Gen 1 1x USB-C 3.2 Gen 1 (support data transfer, Power Delivery and DisplayPort 1.2) 1x HDMI 1.4 1x Card reader 1x Headphone / microphone combo jack (3.5mm) Battery: 47Wh or Higher Operating System: Bundled License Windows 11 64-bit Bundled Software: Bundled License Office Home & Student 2021 Accessories: Laptop Bag Warranty: 3 years Premium Care (Parts & Service) All peripherals must be of the same brand.	unit	2	60,000.00	120,000.00				
TOTAL ABC						120,000.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

RFD 2023-08
06-07-2023
BAC TMS

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.

RICO C. JUNGCO
DEAC, ESMAM

TERMS AND CONDITIONS:

- Price quotations shall be valid for a period of at least (30) calendar days from the date of submission.
- In order to ensure that manufacturing delays shall be minimized by supplier, a warranty period shall be included from the contract awarded for a minimum period of (one (1) month), in the case of EXPENDABLE SUPPLIES, or a minimum of one (1) year warranty and less (2) to three (3) years extended warranty (if applicable) in the case of NON-EXPENDABLE SUPPLIES (other exceptions by the case of the delivered supplier).
- Delivery period within (30) calendar days.
- Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions stated herein.
- UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.
- Any misstatements, errors, or omissions shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.

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

REQUIREMENTS	Shipping (Section 02)	Negotiated Procurement - Small Value Procurement (Section 03.5)	Negotiated Procurement - Lease of Real Property or Movable (Section 03.10)	Negotiated Procurement - Scientific, Academic or Artistic Work, Exchange Technology and Media Services (Section 03.8)	Negotiated Procurement - Emergency (Section 03.2)
1. Mayor's Certificate Permit					
2. Financial Statement Number					
3. Professional Certificate of Competency Services					
4. PCAB License (for Manufacturer)					
5. Invoice / Statement of Account (SOA) for government agencies or NSO					
6. Certificate from Bidscreen					
7. PCAB for Manufacturers and ABC status Profile					

After having carefully read and accepted your General Conditions, I/We quote you on the items at prices noted above.

Name of the Company: _____
Address: _____
Tel. No.: _____
Fax No.: _____

Signature over Printed
Name of Representative
Position

Email Address

Date
