

Request for Quotation/ Bid Form (Technical  
Specifications) School of Environmental  
Science and Management

**UPLB BAC SECRETARIAT**  
BY: [Signature] DATE: 7-25-23  
**AUG 01 2023 <sup>5pm</sup>**  
**UPLB-RQ- 7-238-23-PES**  
**DEADLINE OF SUBMISSION**

Suppliers Name: \_\_\_\_\_  
\_\_\_\_\_

UPLB-RQ-  
UPLB-SESAM  
DEADLINE OF SUBMISSION:

Date: 07/21/23  
Fund Code: RR11409  
MOP: Shopping  
Contact No: 9774236931  
Contact Person: CELINE D. TATCO

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.
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:

ITEM No.	GENERAL NAME OF ITEM	REQUIRED SPECIFICATIONS	UNIT OF MEASURE	QTY	ESTIMATED UNIT APPROVED BUDGET OF THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	Approved Specifications and Special Requirements	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Assign Compliance Mark for BAC Evaluation only)
1	Brunton Pocket Transit	Measurement Style: Strike & Dip; Azimuth: 1° graduations w/ ± 0.5° accuracy; Internal Clinometer: 1° graduations w/ ± 0.5° accuracy; Percent Grade: 5% graduations; Declination Adjustment: ± 180°; Flat bottom with a non-slip silicon foot; and With a protective leather case; branded and brand new	pc	1	43,000.00	43,000.00				
2	Rechargable Batteries with Charger	AA rechargable battery, 4 pcs per pack with charger; branded and brand new; expiration must be at least 1 year upon delivery date	lot	1	1,000.00	1,000.00				
3	Sample Bag	brand new; Ziplock type; 100 pieces per pack, Thickness: atleast 0.2MM, Size: atleast 20x30cm	pc	1	1,000.00	1,000.00				
4	Scriber pen	Brand new Titanium Scriber with Magnet (10 pc/box)	box	1	1,500.00	1,500.00				
5	Rock Pick	Brand new rock pick, Model: E3-23LP; Dimension: 16.5 x 7.37 x 1.25 inches (LxWxH) Material: Steel Handle Grip type: Shock Reduction grip HeadStyle: Flat	pc	1	5,000.00	5,000.00				

6	Cloth Sample Bag	brand new Canvas/Katsa drawing bag White/ Cream color Size: 24x32 cm	pc	50	50.00	2,500.00			
					TOTAL ABC	54,000.00			
							TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked By:

  
 DIANA U. VASQUEZ  
 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.

  
 JUAN MIGUEL R. QUOTANA  
 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
3. Delivery period within 14 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 (QPPB Resolution No. 21-2017)**

REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 53.9)	Negotiated Procurement- Lease Real Property or Venue (Section Media Services (Section 53.6)	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 PhIGEPS 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 500K
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 500K

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: \_\_\_\_\_ Tel. No. : \_\_\_\_\_

Signature over \_\_\_\_\_ Fax No. : \_\_\_\_\_

Printed Name of \_\_\_\_\_ Email Address: \_\_\_\_\_

Representative \_\_\_\_\_ Date: \_\_\_\_\_

Position: \_\_\_\_\_