



UNIVERSITY OF THE PHILIPPINES  
LOS BANOS  
Los Banos, IV-A  
VAT Reg. TIN: 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications)  
DEPARTMENT OF HUMANITIES

UPLB BAC SECRETARIAT  
BY: 17 DATE: 7/24/23  
JUL 31 2023 - TIL  
UPLB-RQ- 7-239-23-80005  
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF  
SUBMISSION:

Suppliers Name:

Date: 19 July 2023  
Fund Code: 8251500  
MOP: ~~COMPETITIVE BIDDING~~ SMALL VALUE PROCUREMENT  
Contact No: 536-9259  
Contact Person: Michelle Felismino

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: \_\_\_\_\_

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 <small>Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of each requirements</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>(Leave this space blank. For BAC/Evaluators only)</small>
1	3 in1 OTG Flash Drives	Branded and Brandnew, U disk Port: 8PIN/Type-c/USB, 8PIN/OTG micro/USB External expansion for 8PIN/Android/PC. Equipped with USB3.0. Support files Encryption. Capacity: 256GB or higher; Mfi certified for 100% compatibility with Apple iOS, support iPhone 5 5S Plus 6 6S Plus iPhone 7 Plus, iPad 2/3/3, iPad Air 1, iPad; Officially sealed upon inspection; Warranty: 1 year.	un	1	3,000.00	3,000.00				
2	External Hard Drive	Branded and Brand new, Capacity: 10TB or higher; Connection • 1 x USB 3.2 / USB 3.1 Gen 1 (USB Type-A) • 1 x USB 3.2 / USB 3.1 Gen 1 (USB Type-C) Internal Drive Type: Hard Disk Drive Power Source: Included AC Adapter Dimensions: (L x W x H) 7.8 x 5.1 x 1.7" / 19.8 x 13.0 x 4.3 cm Weight: 2.73 lb / 1.24 kg auto backup software included; Officially sealed upon inspection; Warranty: 1 year on parts and services.	un	2	17,500.00	35,000.00				
3	Flash Drive	Branded and Brandnew Capacity: 64GB or higher Interface: USB 3.1; Shock resistant and robust design; High speed data transfer; Officially sealed upon inspection; Warranty: 1 year.	un	5	1,000.00	5,000.00				
4	HDMI cable	Branded and Brand new, HDMI Cable 8K Ultra High-speed Cable HDMI 2.1, Fiber Optic Cable, 60Hz 48Gbps Ultra High Speed HDR eARC Material : Aluminum alloy metal Length: 20 meters or longer for HD TV, Projector, Computer, Officially sealed upon inspection; Warranty: 1 year.	un	2	5,666.00	11,332.00				

5	HDMI switch	Branded and brand new, 4 Port HDMI Switch Device Type: Switch Video Connection Type: HDMI Number of Video Inputs: 4 Number of Video Outputs: 1 Maximum Resolution: 1920 x 1080 Power Source: AC Adapter Audio Connection Type: HDMI HDMI v1.3b Supports up to 1080p Supports 250MHz/2.5Gbps per channel bandwidth Supports 12-bit per channel deep colour Supports HDCP pass through Supports uncompressed audio such as LPCM UK and EU Plug 5Vdc 2A power supply (UK and EU Plug), Remote control and User manual included; Officially sealed upon inspection; Warranty: 1 year.	un	1	5,000.00	5,000.00				
6	Memory Card	Branded and Brandnew, Memory Card; 128GB microSDXC, UHS-I; U3,A2,V30, Video Quality: Full HD, 4K UHD Read Speed Up to 160MB/s² Write Speed Up to 60MB/s² Card Adapter included; Officially sealed upon inspection; Warranty: 1 year.	un	4	3,500.00	14,000.00				
7	Faceplate	Branded and Brandnew Universal face plate; HDMI 2.0v input; input HDMI, VGA, AUX, VGA connection input; RCA input for audio and video; White, surface mount junction box included, Officially sealed upon inspection.	un	1	4,000.00	4,000.00				
8	Printer	Branded and Brand New, Multifunction Printer; Printer Type: Print, Scan, Copy with ADF Printing Technology: Print Method: PrecisionCore Printhead Printer Language: ESC/P-R, ESC/P Raster Nozzle Configuration: 400 x 1 nozzles Black, 128 x 1 per Colour (Cyan, Magenta, Yellow) Maximum Resolution: 4800 x 1200 dpi Automatic 2-sided Printing: Yes (Up to A4)  Print Speed: Photo Default - 10 x 15 cm / 4 x 6": Approx. 69 sec per photo / 92 sec per photo Draft, A4 (Black / Colour): Up to 33.0 ppm / 20.0 ppm ISO 24734, A4 Simplex (Black / Colour): Simplex: Up to 15.5 ipm / 8.5 ipm ISO 24734, A4 Duplex (Black / Colour): Duplex: Up to 6.5 ipm / 4.5 ipm First Page Out Time from Ready Mode (Black / Colour): Approx. 9 sec / 15 sec	un	1	15,000.00	15,000.00				
		Copy Function: Maximum Copy Size: Legal Copy Resolution: 600 x 600 dpi Max Copies: 99 copies Copying: ISO 29183, A4 Simplex Flatbed (Black / Colour): Up to 11.0 ipm / 5.5 ipm ISO 24735, A4 Simplex ADF (Black / Colour): Up to 60 sec / 82 sec  Scanning: Scanner Type: Flatbed colour image scanner Sensor Type: CIS Optical Resolution: 1200 x 2400 dpi Maximum Scan Area: 216 x 297 mm (8.5 x 11.7 ") Scanner Bit Depth (Colour): 48-bit input, 24-bit output Scanner Bit Depth (Grayscale): 16-bit input, 8-bit output Scanner Bit Depth (Black & White): 16-bit input, 1-bit output Scan Speed: Flatbed (Black / Colour): 200dpi: 12 sec / 27 sec								

		ADF Monochrome (Simplex): 200dpi: 5.0 ipm ADF Colour (Simplex): 200dpi: 5.0 ipm  ADF Specifications: Support Paper Thickness: 64-95 g/m2 Paper Capacity: 30 sheets  Paper Handling: Number of Paper Trays: 1 Standard Paper Input Capacity: Up to 250 sheets of Plain Paper (80 g/m2), Up to 20 sheets of Premium Glossy Photo Paper Output Capacity: Up to 30 sheets of Plain Paper (80 g/m2), Up to 20 sheets of Premium Glossy Photo Paper Maximum Paper Size: 215.9 x 1200 mm (8.5 x 47.24 ") Paper Size: Legal (8.5 x 14"), 8.5 x 13", Letter, A4, B5, A5, A6, Hagaki (100 x 148 mm), 16K (195 x 270 mm), Indian-Legal (215 x 345 mm), B6, 5 x 7", 4 x 6", Envelopes #10, DL, C6 Print Margin: 0mm top, left, right, bottom via custom settings in printer driver							
		Mobile and Cloud Solutions: Connect Features: Print, Email Print, Remote Print Driver, Scan to Cloud Other Mobile Solutions: Apple AirPrint, Mopria Print Service, Epson Smart Panel Supported OS and Applications: Windows & MacOS compatible Electrical Specifications: Rated Voltage: AC 220-240 V Rated Frequency: 60 Hz Interface: USB: USB 2.0 Network: Ethernet, Wi-Fi IEEE 802.11b/g/n, Wi-Fi Direct Network Protocol: TCP/IPV4, TCP/IPV6 Network Management Protocols: SNMP, HTTP, DHCP, BOOTP, APIPA, PING, DDNS, mDNS, SLP, WSD, LLTD Application/driverCD, introductory inks and usb data cable included; Officially sealed upon inspection; Warranty: 2 years on repair, parts and services.							
9	VGA Cable	Branded and Brand new, VGA cable; VGA-to-VGA cable type Connector A is a male VGA type Connector B is a male VGA type Length of 20 m PVC outer sheath material Black sheath colour Strand size of 0.12 mm Voltage rating of 200 V DC Officially sealed upon inspection, Warranty: 1 year.	un	1	4,500.00	4,500.00			
TOTAL ABC						96,832.00			
						TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

Mark Efrain M. 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 deadline stated herein.

*KATRINA ROSS A. TAN*  
BUYER/ END-USER

#### TERMS AND CONDITIONS:

- Price quotation/s shall be valid for a period of at least (30) calendar days from the date of submission.
- 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.
- 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.
- UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.
- Any interlineations, erasure, or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representatives.

#### 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 Representative

Position

Tel. No.

Fax No.

Email Address

Date