

150749

UPLB BAC SECRETARIAT  
BY: Jan DATE: 9/13/2023  
SEP 18 2023  
UPLB-RQ- 9-090-29-J -DAM  
DEADLINE OF SUBMISSION



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

Request for Quotation/ Bid Form (Technical Specifications)  
LAND GRANT MANAGEMENT OFFICE, OVCPD

UPLB-RQ-  
DEADLINE OF SUBMISSION:

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

Date: August 30, 2023  
Fund Code: TF 8274900  
MOP: COMPETITIVE BIDDING  
Contact No: (049) 576-1186  
Contact Person: Ms. Josephine S. Austria  
E-mail Address: lgmo.uplb@up.edu.ph/jvsombilla@up.edu.ph

Please quote your lowest price on the item/s 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 quotation/s to be denominated 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 un-amended sale literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
  - Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ 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 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	Machine Bolt with nuts and washer	8 in. 3/4inø Machine Bolt with nuts and washer	piece	46	200.00	9,200.00				
2	Gravel	Gravel, ¾"	m <sup>3</sup>	15	2,016.00	30,240.00				
3	Sand	Sand, S-1	m <sup>3</sup>	10	1,680.00	16,800.00				
4	Cement	Ordinary Portland Cement, Type 1, 40 kg/bag	bag	80	336.00	26,880.00				
5	Rust Converter	Rust Converter, 4 ltr/gal	gallon	1	1,260.00	1,260.00				
6	Fiber Cement Fascia Board	12mm x 250mm x 2.4m Fiber Cement Fascia Board	piece	24	600.00	14,400.00				
7	Latex Paint	Latex Paint, semi-gloss finish, white color, 4ltr/can	can	2	845.00	1,690.00				
8	Carriage Bolt with nuts and washer	12mmø x 75mm long Carriage Bolt with nuts and washer	piece	32	20.00	640.00				
9	Angle Bar Strap	6mm x 50mm x 50mm x 6m Angle Bar Strap	piece	6	1,620.00	9,720.00				
							PLACE OF DELIVERY: Laguna-Quezon Land Grant, Brgy. Magsaysay, Siniloan, Laguna			
<b>TOTAL ABC</b>						<b>110,830.00</b>				
							<b>TOTAL QUOTED AMOUNT IN WORDS:</b>			

Reviewed and Checked By:  
Engr. DONY REY D. CAMUS  
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.

Reynaldo E. Lorida  
REYNALDO E. LORIDA  
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 30 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 duty 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 Value (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: \_\_\_\_\_

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

Fax No. : \_\_\_\_\_

Signature over Printed

Name of

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

Email Address: \_\_\_\_\_

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

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



# UNIVERSITY OF THE PHILIPPINES

## LOS BANOS

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



#202309-5IA115

### Purchase Request

Entity Name: UP Los Banos

Fund Cluster: 07

PPMP No.:

Office/Section: UPLB Land Grant Management Office	PR No.: 150749 Responsibility Center Code: LB03016001 - C0002995	Date: Sep 4, 2023
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Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pc	12mm x 250mm x 2.4m Fiber Cement Fascia Board	24	600.00	14,400.00
	pc	12mmø x 75mm long Carriage Bolt with nuts and washer	32	20.00	640.00
	pc	6mm x 50mm x 50mm x 6m Angle Bar Strap	6	1,620.00	9,720.00
	pc	8 in. 3/4inø Machine Bolt with nuts and washer	46	200.00	9,200.00
	m³	Gravel, ¾"	15	2,016.00	30,240.00
	cn	Latex Paint, semi-gloss finish, white color, 4ltr/can	2	845.00	1,690.00
	bag	Ordinary Portland Cement, Type 1, 40 kg/bag	80	336.00	26,880.00
	gal	Rust Converter, 4 ltr/gal	1	1,260.00	1,260.00
	m³	Sand, S-1	10	1,680.00	16,800.00
<b>Grand Total</b>					<b>110,830.00</b>

Purpose: PR for Construction Materials and Supplies, Non-Common Use Items 2023, TF8274900, LGMO-OVCPD

BAC SECRETARIAT

**RECEIVED**  
11 SEP 2023  
BY:

OVCPD  
**RECEIVED**  
SEP 06 2023  
1937  
UPLB

**FOR SHOPPING** For PhilGEPS Posting  
UPLB BIDS AND AWARD COMMITTEE  
RECOMMENDING APPROVAL ACTION  
SEP 11 2023  
BY:

Signature:	Requested by:	Approved by:
Printed Name: Malabrigo, Assoc. Prof. Pastor Llanto Jr	Manager	Amongo, Dr. Rossana Marie Cablayan
Designation:	Manager	Vice Chancellor





OFFICE OF THE VICE CHANCELLOR FOR PLANNING AND DEVELOPMENT  
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

Pedro R. Sandoval Avenue, UP Los Baños, College, Laguna 4031 Philippines  
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#202309-0119115

LAND GRANT MANAGEMENT OFFICE

06 September 2023

L-09-1158-2023

BAC SECRETARIAT  
RECEIVED  
11 SEP 2023  
BY: *[Signature]*

DR. ARTHUR L. FAJARDO  
Chair  
Bids and Awards Committee  
Infrastructure

Dear Dr. Fajardo,

The Land Grant Management Office has an ongoing construction of a boardwalk at Laguna-Quezon Land Grant, Siniloan, Laguna as part of the proposed upgrading of land grant facilities to make competitive for nature tourism.

We have an approved budget amounting to PhP110,830.00 to procure additional materials needed for the said construction. The PPMP was approved for Competitive Bidding. In this regard, we would like to request to allow procurement through Alternative Mode to complete the materials needed for the construction of the boardwalk. Please see the attached copy of the approved PPMP and PR No. 150749 for your reference.

Thank you very much and hoping for your kind consideration.

Very truly yours,

*[Signature]*  
PASTOR L. MALABRIGO, JR.  
Manager

APPROVED FOR SHOPPING  
UPLB BIDS AND AWARD COMMITTEE  
BAC ACTION  
SEP 11 2023  
BY: *[Signature]*  
For PhilGEPS Posting