

## UNIVERSITY OF THE PHILIPPINES

LOS BANOS

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

Request for Quotation/ Bid Form (Technical Specifications) SCHOOL OF ENVIRONMENTAL SCIENCE AND MANAGEMENT (SESAM) BY: DATE: 920 23

**UPLB BAC SECRETARIAT** 

SEP 2 5 2023 - TIL IDAM

UPLB-RQ- 9-836-23-6000S DEADLNIUPIEBERQUISSION

> DEADLINE OF SUBMISSION:

Suppliers Name:	Date	September 01, 2023
	Fund Code:	N8-382-91
	MOP:	SHOPPING
	Contact No:	536-2251
	Contact Person:	JOSEPH M. VICENTE

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 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

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 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	Batteries	Battery AA; Alkaline; 10X longer lasting; Trusted & reliable alkaline battery	pcs	40	45.00	1,800.00				
2	Batteries	Battery AAA; Alkaline; 10X longer lasting; Trusted & reliable alkaline battery	pcs	100	45.00	4,500.00				
3	Folders	Expanding folder, Legal size; Weight: 60 g (3.75 lbs) Product Dimension: 228.6mm x 374.65mm (9 x 14.75 inches) Color: Aqua Blue Material: Paper	pcs	90	21.00	1,890.00				
4	Desk name plate	Brand new desk name plate holder; - Clear Acrylic Table Name Plate Holder is built to stand up and display your name/message on two sides - Durable, eye-catching desk nameplate addition to desktops and countertops Specifications: - Thickness: 1.5mm - Length: 9in (22cm) - Height: 4in (10cm) - Width: 4in (10cm) - Material: Acrylic	pcs	50	300.00	15,000.00				
5	Таре	Branded and brand new Double-sided tape, foam Product Dimension: 1in x 5m = 5.10in x 0.15in x 5.10in Color: Green	pcs	60	110.00	6,600.00				
6	Таре	Branded and brand new Adhesive clear tape Dimension: 1in = 3.12in x 10in x 3.12in Color: Clear, Yellowish	pcs	60	23.00	1,380.00				
7	Таре	Branded and brand new Masking tape Dimension: 1in = 3.15in x 11.9in x 3.15in Color: White	pcs	60	48.00	2,880.00				
8	Clip	Binder Clip 1 5/8 inches, black, 1 dozen per box	boxes	65	58.00	3,770.00				
9	Clip	Binder Clip 1 1/4 inches, black, 1 dozen per box	boxes	66	40.00	2,640.00				
10	Clip	Binder Clip 1 inch, black, 1 dozen per box	boxes	100	30.00	3,000.00				
11	Clip	Binder Clip 3/4 inch, black, 1 dozen per box		100	20.00	2,000.00				
12	Paper	ALL PURPOSE COPY PAPER Paper Weight: 80 gsm, Sub-24 Size: A4 Color: White Packaging Size: 500 pcs per ream	reams	50	340.00	17,000.00				

13	Laminating film '	Laminating film	packs	10	230.00	2,300.00		1		
		Attr: 125 Microns						1		
5		Size: A4						1		
		Color: Clear						1		
1	1							1		
		Packaging Size: 20 sheets per pack								
					TOTAL ABC	64,760.00				
							TOTAL QUOTED AMOUN	T IN WORD	OS:	
Р	Reviewed and Checked By:  ANDREW P/LICARDO BAO 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.  JOSEPH N. VICENTE BUYER/ BND-USER									
TERM	S AND CONDITIONS	<u>:</u>								

- 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 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,
  3. Delivery period within 14 calendar days.

- 4. Award of contract shall be made to the lowest quotation wich 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 (GPPB Resolution No. 21-2017)

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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 Procureme nt- Emergency (Section
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 Swom Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 500K
7 NFCC for Infrastructure with ABC above Ph506k		1			FOR ABC'S ABOVE 50K
7 NFCC for Infrastructure with ABC above Ph500k		1 /		4.79	7 7 7 8 8 2 7 7 8 8 3 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8

	read and accepted your	General Conditions, I/	We quote you on the Item	at prices noted above.	
Name of the Company: Address:				Tel. No. :	
Addices.				Fax No.:	
Signature over Printed				Email Address:	
Position:				Date:	 