

UPLB BAC SECRETARIAT
 BY: [Signature] DATE: 10-12-23
 OCT 16 2023 ^{5pm}
 UPLB-RQ- 10-336-23-RES
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)
Unit/Department: UPLB-SESAM

UPLB-RQ-
 SESAM-UPLB
 DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: **October 06, 2023**
 Fund Code: **N9A989B**
 MOP: Small Value Procurement ✓
 Contact No: dbpantua@up.edu.ph
 Contact Person: DENICE JANELLE PANTUA

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
 - 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 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	Catering Service	Meal (Breakfast - Plated - Rice, Egg and Corned beef, Coffee or Tea)	pax	90	180.00	16,200.00				
2	Catering Service	Meal (AM Snacks - Plated - Pasta, Bread and Drinks)	pax	90	120.00	10,800.00				
3	Catering Service	Meal (Lunch - Plated - Rice, Beef, Vegetable, Dessert and Drinks)	pax	90	250.00	22,500.00				
4	Catering Service	Meal (PM Snacks - Plated - Pancit, Bread and Drinks)	pax	90	120.00	10,800.00				
5	Catering Service	Meal (Dinner - Plated - Rice, Pork, Vegetable, Dessert and Drinks)	pax	90	250.00	22,500.00				
						82,800.00	PHP			

TOTAL QUOTED AMOUNT IN WORDS:

Date: November 28-30, 2023

Purpose: Meals for Project LIGTAS' training on capacity building on the use of the generated Rainfall-Induced Landslide Early Warning and etc. on November 28-30, 2023 with partner DDRMDs (Project LIGTAS; Fund code: N9A989B)

Reviewed and Checked By:

[Signature]

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.

DECIBEL F. ESLAVA
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
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.
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)

REQUIREMENTS	Shopping (Section 32)	Negotiated Procurement- Small Value Procurement (Section 33.3)	Negotiated Procurement- Lease of Real Property or Venue (Section 33.10)	Negotiated Procurement- Scientific, Scientific or Artistic Work, Exclusive Technology and Market Research (Section 33.8)	Negotiated Procurement- Emergency (Section 32.4)
1 Mayor's/Business Permit	/	/	/	/	/
2 PhilGEPS Registration Number	/	/	/	/	/
3 Professional license/ CV (consulting)		/		/	
4 PCAB License (for Infrastructure)		/			
5 Income / Business tax returns (except for		FOR ABC ABOVE 500k			FOR ABC ABOVE 500k
6 Omnibus Sworn Statement		FOR ABC ABOVE 500k			FOR ABC ABOVE 500k
7 NFCC for Infrastructure with ABC above Ph500k					FOR ABC 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. : _____

Fax No. : _____

Signature over _____

Email Address: _____

Position: _____

Date: _____