



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

Request for Quotation/ Bid Form (Technical Specifications)  
INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY

UPLB BAC SECRETARIAT  
BY:                      DATE: 10-27-23  
OCT 31 2023 <sup>Form</sup>  
UPLB-RQ- 10-358-23-PES  
DEADLINE OF SUBMISSION

DEADLINE OF SUBMISSION:

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

Date: October 11, 2023  
Fund Code: N9E2921  
MOP: SMALL VALUE PROCUREMENT  
Contact No: 8774600520  
Contact Person: Joshua B. Benedicto  
jbenedicto@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 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 QUOTE PRICE	EVALUATION (Leave this space blank. For BAC/ Evaluators only)
1	HPLC Preventive Maintenance	Hardware check and Adjustment of the HPLC, LC 20AD, Parts Kit, Prominence HPGE, KIT COMPOSITION, SEAL 42455, ASSY, LINE FILTER, ELEMENT, SUS FILTER, FILTER PACKING ASSY, NEEDLE SEAL DIRECT. Comprises periodic cleaning, checking and replacement of the parts required to maintain stable performance of the whole system. Intended to maintain long-term instrument performance, minimized or eliminate downtime by avoiding major repair. Checks the basic functionality of each module and the whole system using built-in instrument test. Replacement of consumable parts, inspection of other hardware components. Documents included: - Sticker - Technical Service Report - System Check Report - PM Documents - PM Certificate	un	1	100000	100,000.00				
<b>TOTAL ABC</b>						<b>100,000.00</b>				
								<b>TOTAL QUOTED AMOUNT IN WORDS:</b>		

Reviewed and Checked By:

Mark Anthony Badua  
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

Rome M. Felismino  
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)
3. Delivery period within 15 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 infirmations, erasure, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.

**Requirements for Suppliers (GPPB Resolution No. 21-2017)**

REQUIREMENTS	Shopping (Section 52)	Negotiated	Negotiated	Negotiated Procurement	Negotiated Procurement
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 ABCS ABOVE 500k	/	/	FOR ABCS ABOVE 500k
6 Omnibus Sworn Statement	/	FOR ABCS ABOVE 500k	/	/	FOR ABCS ABOVE 500k
7 NFCC for Infrastructure with ABC above Ph500k	/	FOR ABCS ABOVE 500k	/	/	FOR ABCS 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: \_\_\_\_\_

Signature over Printed \_\_\_\_\_

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

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

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

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

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