

### UNIVERSITY OF THE PHILIPPINES LOS BANOS

Los Banos, IV-A

VAT Reg. TIN: 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications) University Library - OVCAA

**UPLB BAC SECRETARIAT** BY: DATE: 10/19/23

OCT 2 3 2023 - TIL

UPLB-RQ-10-466-23-GOODS

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DEADLINE OF	
SUBMISSION:	

Date	Oct. 11, 2023
Fund Code:	9383211
MOP:	Small Value procurement
Contact No:	536-2326/536-2235
	Arnel H. Concibido
Delivery Term	14 Calendar Days
	Fund Code: MOP: Contact No: Contact Person

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 Approved Budget for Contract shall be rejected.

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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)
		UPLB Libraries Centennial Celebration & Awarding: Program and Awarding Ceremony(Nov. 22, 2023)								
1	Tokens	UP Oblation Statuette on black & gold vinyl base & dye UP Logo with text plate for citation; Printing: Laser engraving; Finishing: Gold finished; Size: Oblation (H-235cm, W-35cm) Base (H- 130cm, W-105cm) Citation (H-90cm, W0-70cm); Pattern: Metallic gold foil; Background color: as per sample	pc	16	3,000.00	48,000.00				
2	Tokens	Plaque: , clear glass, clear base, 5 x 7	рс	2	2,000.00	4,000.00				
		see sample			TOTAL ABO	52,000.00				
-							TOTAL QUOTED AMOUNT IN	WORDS:		

Reviewed and Checked By LEA C. G	ענו	V	1	
LEA C. Q	ON:	A	ES_	_
		_		

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

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) 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
- Award of contract shall be made to the lowest quotation wich 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.

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.

rements for Suppliers IGPPB Resolution No. 21-2017)
REQUIREMENTS Negotiated Negotiated Procurement- Scientific, Scholarly or Artistic Work, Exclusive Negotiated Shopping Negotiated Procurementrement Procurement-Small Value Technology and Media Services (Section 53.6) Lease of Real Emergency (Section 53.2) roperty or Ve Procureme (Section 53.9) (Section 53.10) Mayor's/Business Permit 2 PhilGEPS Registration Number 3 Professional license/ CV (consulting services) PCAB License (for Infrastructure) FOR ABC'S ABOVE 5 Income / Business tax returns (except for government agencies as lessor)
6 Omnibus Sworn Statement FOR ABC'S FOR ABC'S 7 NFCC for Infrastructure with ABC above Ph500k ABOVE 50H

After having carefully read and accepted your General Conditions, I/We quote you on the Item at prices noted above.

Name of the Company			
Name of the Company: Address:		Tel. No. :	
	1 1	Fax No. :	
Signature over Printed Name of Representative:		Email Address:	
Position:		Date:	



# Sample

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Bem Same Personalized Trophy Description Oblation statuette made of autoue gold

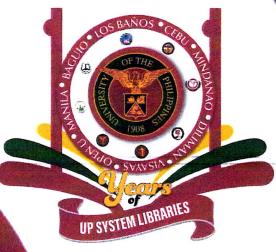
## Specifications:

- I Problemon statuette on black and gold vmyl base and dye I P I ogo with text plate for citation
- · Panting Laser engraving
- . I meling (sold finelical
- Size Oblation (H-23Sem, W-3Sem), Base (H-130cm, W-10Sem), Chatton (H-30cm, W-70cm)
- · Pattern Metallic gold toil
- · Background color As per sample



University of the Philippines Los Baños

in celebration of the



**†**inches

# presents this

# PLAQUE OF APPRECIATION

# Connie S. Orte

for her 10 Years of dedicated service to the University Library, University of the Philippines Los Banos and for his unwavering commitment, loyalty, integrity, and genuine dedication in discharging his duties.

Given this 24th day of November 2023 at Charles Fuller Baker Memorial Hall, in celebration of the 101st anniversary of the UP System Libraries Founding Anniversary, UPLB, College, Laguna

DR. JEAN O. LOYOLA Vice Chancellor For Academic Affairs

DR. MARY ANN M. INGUA University Librarian

DR. JOSE V. CAMACHO, JR. Chancellor