



UNIVERSITY OF THE PHILIPPINES

LOS BANOS

Los Banos, IV-A

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

Request for Quotation/ Bid Form (Technical Specifications)

CVM

UPLB BAC SECRETARIAT

BY: ~~---~~ DATE: 10/19/23

OCT 23 2023 - 10AM

UPLB-RQ- 10-467-23-GOODS
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF

Suppliers Name: _____

Date: Aug. 29, 2023
Fund Code: 9390128
MOP: SMALL VALUE PROCUREMENT
Contact No: 536-2727
Contact Person: Andres P. Adviso

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
- 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,
- 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:

Catering services for the Seminar on Health and Wellness on November 3-4, 2023

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 <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	CATERING SERVICES	Day 1 - Assisted buffet AM & PM Snacks, Lunch and Dinner for the Seminar on Health and Wellness	pax	70	1,250.00	87,500.00				
		Day 1 AM Snack: Beef nachos w/ salsa, bread station, iced tea, brewed coffee, Purified drinking water								
		Day 1 Lunch: Bulalo soup, klasik fried chicken, fish fingers, repolyo guisado, pansit malabon, buko salad, steamed plain rice, assorted juice drinks brewed coffee, purified drinking water								
		Day 1 PM Snack: Quesadilla, bread station, iced tea, brewed coffee, purified drinking water								
		Day 1 Dinner: Crab and corn soup, roast pork belly, deep fried fish fillet with sweet and sour sauce, pasta carbonara, mixed green salad, assorted dessert, steamed white rice, iced tea, brewed coffee, purified drinking water								
2	CATERING SERVICES	Day 2 - Assisted buffet Breakfast, AM & PM Snacks and Lunch for the Seminar on Health and Wellness	pax	70	1,250.00	87,500.00				
		Day 2 Breakfast: Beef tapa, daing na bangus, fried egg, steamed or garlic rice, brewd coffee, purified drinking water								
		Day 2 AM Snack: Ginataang mais shots, bread station, assorted cookies, brewed coffee, purified drinking water								

	Day 2 Lunch: Molo soup, Grilled liempo, Inihaw na bangus, Ginataang sitaw kalabasa, Pansit luglog, fresh fruits, steamed plain rice, assorted juice drinks, brewed coffee, purified drinking water				
	Day 2 PM Snack: Mini burger sliders, bread station, assorted cookies or biscuits, brewed coffee, purified drinking water				
	"Shall have an exclusive contract for all training programs and activities conducted by the Academy, its development partners, and other public and private Institutions, within TJAP premises."				
NOTE: Date: November 3-4, 2023, Delivery Place: TJAP, Tagaytay City				175,000.00	
Reviewed and Checked By: <u>ISA C. GONZALEZ</u> BAC TWG				TOTAL QUOTED AMOUNT IN WORDS:	

Reviewed and Checked By: ISA C. GONZALEZ
BAC TWG

TOTAL QUOTED AMOUNT IN WORDS:

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

[Signature]
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
- Delivery period within 14 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 duly authorized representative/s.

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 Venue (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 lessors)		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: _____
 Signature over Printed Position: _____
 Tel. No. : _____
 Fax No. : _____
 Email Address: _____
 Date: _____