



**UNIVERSITY OF THE PHILIPPINES
LOS BANOS**
Los Banos, IV-A
VAT Reg. TIN: 000-864-006-00004
Request for Quotation/ Bid Form (Technical Specifications)
END-USER

UPLB BAC SECRETARIAT
BY: _____ DATE: 11-18-23
NOV 17 2023 *Ram*
UPLB-RQ- 11-371-23-RES
DEADLINE OF SUBMISSION

UPLB-RFQ
INREM CFNR
DEADLINE OF
SUBMISSION:

Suppliers Name: _____

Date: Nov. 6, 2023
Fund Code: N791832
MOP: BYP
Contact No: 536-5314
Contact: MAGNAFIN T. GALANG

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
- 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-
- Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase order
- 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 <small>Buyers must state how the detailed technical specifications of their offer against each of the individual particulars of each requirement</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC/Evaluators only)
1	T-shirt	Customized POLO shirt with Official Logo of INREM and Color: SILVER GRAY; Dri Fit type; Size: free size	pc	60	786.66666 57	47,200.00	/			
2	Tote bag	Tote bag with official logo of INREM 2023 Conference Color: white; canvas material; Size 12x14 inches	pc	250	198.00	49,500.00	/			
3	Tokens for Plenary speakers (UPLB-Souvenirs)	table organizer + mug in a box	pc	25	1,500.00	37,500.00	/			
4	Customized mug with Official logo of INREM CONFERENCE 2023	Size standard size; Color: white	pc	70	275.71428 57	19,300.00	/			
5	Token for Keynote Speakers (Barong)	1 Female 1 Male	pc	2	6,000.00	12,000.00	/			
TOTAL ABC						185,500.00				

Reviewed and Checked By: _____
BAC TWG

TOTAL QUOTED AMOUNT IN WORDS: _____

Please quote at your government price (including VAT) and state 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:

- 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
- Delivery period within 15 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 interinventions, alterations, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.

Requirements for Suppliers (OPP8 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 Receipt/ CV (consulting)	/	/	/	/	/
4. PCAB License (for infrastructure)	/	/	/	/	/
5. Income / Business tax returns (except for transient taxpayers as listed)	/	FOR ABCS ABOVE 50K	/	/	FOR ABCS ABOVE 50K
6. Omnibus Search Statement	/	FOR ABCS ABOVE 50K	/	/	FOR ABCS ABOVE 50K
7. NFDC for Infrastructure with ABC above 5000K	/	/	/	/	FOR ABCS 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: _____

Position: _____

Tel. No.: _____

Fax No.: _____

Email Address: _____

Date: _____