

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

UPLB BAC SECRETARIAT
 BY: DATE: 11-15-23
 NOV 20 2023 *Forn*
UPLB-RQ- 11-381-23-PES
DEADLINE OF SUBMISSION

Request for Quotation/ Bid Form (Technical Specifications)
OFFICE OF THE VICE CHANCELLOR FOR COMMUNITY AFFAIRS

UPLB-RQ- PR 15032E
 RFQ

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date August 31, 2023
 Fund Code: N837700
 MOP: Shopping
 Contact No: 536-3358
 Contact Person: JEFFERSON N. DEOMANO

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 property 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 Purchase order (P.O.).
5. Quotations exceeding the Approved Budget for Contract shall be rejected.
6. Documentary requirements per Memorandum No. 03 Series of 2017 shall be attached upon submission of the quotation
7. Others

ITEM NO.	GENERAL NAME OF ITEM	REQUIRED SPECIFICATIONS	UNIT OF MEASURE	QTY	ESTIMATED UNIT APPROVED BUDGET OF THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	OFFERED SPECIFICATION <small>(Bidders shall state here the details with full description of item, other required parts of the individual components, if any, and other details)</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>(Leave this space blank for BAC/Evaluators only)</small>
1	Ink	Brand New, Epson 103 Ink set, Black, Cyan, Magenta & Yellow for EPSON L5190 Ecotank printer; Genuine, not counterfeit or remanufactured; Officially sealed with QR and color shifting label for verification upon inspection; Expiration: minimum 1 year from delivery date.	set	2	1,950.00	3,900.00				
2	Toner	Brand new, 201A (CF400A), Black, for HP PRO M252N printer, Genuine, not counterfeit or remanufactured; Officially sealed with QR and holographic label for verification upon inspection; Manufactured on the same year of purchase date.	pc	2	5,800.00	11,600.00				
3	Toner	Brand new, 201A (CF401A), Cyan, for HP PRO M252N printer, Genuine, not counterfeit or remanufactured; Officially sealed with QR and holographic label for verification upon inspection; Manufactured on the same year of purchase date.	pc	2	6,000.00	12,000.00				
4	Toner	Brand new, 201A (CF402A), Yellow, for HP PRO M252N printer, Genuine, not counterfeit or remanufactured; Officially sealed with QR and holographic label for verification upon inspection; Manufactured on the same year of purchase date.	pc	2	6,000.00	12,000.00				
5	Toner	Brand new, 201A (CF403A), Magenta, for HP PRO M252N printer, Genuine, not counterfeit or remanufactured; Officially sealed with QR and holographic label for verification upon inspection; Manufactured on the same year of purchase date.	pc	2	6,000.00	12,000.00				
TOTAL ABC						51,500.00				
								TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked By: Mark Efrain Gironella

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.

JEFFERSON N. DEOMANO
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.
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 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	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 lessor)	/	FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 500K
6 Omnibus Sworn Statement	/	FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 500K
7 NFCC for Infrastructure with ABC above Ph500k	/	/	/	/	FOR ABC'S 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 Name of _____

Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____