



UNIVERSITY OF THE PHILIPPINES

LOS BANOS  
Los Banos, IV-A  
VAT Reg. TIN: 000-864-008-00004

UPLB BAC SECRETARIAT  
BY: JF DATE: 11-17-23  
NOV 21 2023 <sup>10 am</sup>  
UPLB-RQ- 11-387-23-RES  
DEADLINE OF SUBMISSION

Request for Quotation/ Bld Form (Technical Specifications)  
TREES CFNR

UPLB-RQ-

DEADLINE OF SUBMISSION:

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

Date: November 16, 2023  
Fund Code: N701922  
MOP: Shopping  
Contact No: 536-2736  
Contact Person: JUSTIN M. YUSON

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 <small>Supplier 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 SAC/ Evaluators only)</small>
1	CATERING SERVICES	Catering Services for Training entitled "Training Course on Natural Resources Assessment and Valuation (PTA-NRAV)" Nov 20-24, 2023: Day 1 Breakfast, assisted buffet, rice, dried fish, fried egg, free flowing coffee and dessert	pax	100	180.00	18,000.00				
		Day 2 Breakfast, assisted buffet, arroz caldo, fruits, free flowing coffee and rice cake dessert								
		Day 3 Breakfast, assisted buffet, fried rice, beef tapa, fried egg, free flowing coffee and dessert								
		Day 4 Breakfast, assisted buffet, fried rice, chicken tocno and fried egg, free flowing coffee and dessert								

		Day 5 Breakfast, assisted buffet, rice, scrambled egg and chicken sausage, free flowing coffee and dessert							
2	CATERING SERVICES	Catering Services for Training entitled "Training Course on Natural Resources Assessment and Valuation (PTA-NRAV)" Nov 20-24, 2023: Package 2(AM/PM Snack+Lunch and Dinner);Day 1 Lunch assisted buffet, rice, fish sarciado, mixed vegetables, free flowing drinks (mineral water/coffee), fruit dessert; Dinner, assisted buffet, rice, grilled fish, steamed vegetables, free flowing brewed coffee/ mineral water and dessert; AM snack, plated, drinks, spaghetti and bread; PM snack, plated, buko juice, biko and mineral water	pax	126	700.00	88,200.00			
		Day 2 Lunch assisted buffet, rice, beef morcon, lumpiang sariwa, free flowing drinks (mineral water/coffee), dessert; Dinner, assisted buffet, rice, roasted chicken, sauted vegetables, free flowing brewed coffee/ mineral water and dessert; AM snack, plated, drinks, palabok and kalamansi juice; PM snack, plated, baked macaroni, 320ml softdrinks							
		Day 3 Lunch assisted buffet, rice, sinigang na hipon, litson manok , free flowing drinks (mineral water/coffee), dessert; Dinner, assisted buffet, rice, grilled fish, sauted vegetables, free flowing brewed coffee/ mineral water and dessert; AM snack, plated, drinks, palabok and kalamansi juice; PM snack, plated, pansit bihon, 320ml softdrinks							

Day 4 Lunch assisted buffet, rice, beef kaldereta, pako salad, free flowing drinks (mineral water/coffee), dessert; Dinner, assisted buffet, rice, chicken curry, flat bread, free flowing brewed coffee/ mineral water and dessert; AM snack, plated, drinks, bibingka, cucumber lemonade juice; PM snack, plated, lumpiang sariwa, 320ml softdrinks

Day 5 Lunch assisted buffet, rice, mutton biryani, free flowing drinks (mineral water/coffee), dessert; Dinner, assisted buffet, rice, beef rendang, free flowing brewed coffee/ mineral water and dessert; AM snack, plated, drinks, puto bumbong and hot chocolate; PM snack, plated, croissant, 320ml softdrinks

TOTAL ABC 106,200.00

TOTAL QUOTED AMOUNT IN WORDS:

Ms. Lea C. Gonzales  
BAC TMS

**SIGN HERE**

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.

Justin M. Yuson  
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 initialed by you or any of your duly authorized representative/s.

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

REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement	Negotiated Procurement	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Exclusive	Negotiated Procurement
1 Mayor's/Business Permit	/	/	/	/	/
2 PhGEPS Registration Number	/	/	/	/	/
3 Professional license/ CV (consulting services)	/	/	/	/	/
4 PCAB License (for Infrastructure)	/	/	/	/	/
5 Income / Business tax returns (except for government securities as issued)	/	FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 50K
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 50K

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