



UPLB BAC SECRETARIAT
BY: _____ DATE: 11/20/23
NOV 24 2023 - 10AM
UPLB-RQ- 11-534-23-GOODS
DEADLINE OF SUBMISSION

DEADLINE OF SUBMISSION:

UPLB-RQ-

Suppliers Name: _____

Date: March 27, 2023
Fund Code: 1285817
MOP: _____
Contact No: 0491544 0342
Contact Person: Janet Banson

Please quote your lowest price on the items listed below, subject to the General Conditions below.

- Note:
- Bidders shall provide corrected accounts 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 quotations 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 sales literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
 - Quotation through facsimile is acceptable. Winning bidder shall submit original signed RO 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: _____

2023 Printing Supplies

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 show brand or model number and manufacturers of the sales agent each of the individual operations of each equipment</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>Leave this space blank. For BAC Evaluators only.</small>
1	Ink	Branded and brand new, 003 Ink, Black; 70 ml for Epson Printer L3150 Printer; Genuine, Not Refilled or Remanufactured, Officially sealed with QR for verification upon inspection; Expiration: minimum 1 year from delivery date.	btl	8	355.00	2,840.00				
2	Ink	Branded and brand new, 003 Ink, Yellow; 70 ml for Epson Printer L3150 Printer; Genuine, Not Refilled or Remanufactured, Officially sealed with QR for verification upon inspection; Expiration: minimum 1 year from delivery date.	btl	4	325.00	1,300.00				
3	Ink	Branded and brand new, 003 Ink, Magenta; 70 ml for Epson Printer L3150 Printer; Genuine, Not Refilled or Remanufactured, Officially sealed with QR for verification upon inspection; Expiration: minimum 1 year from delivery date.	btl	4	325.00	1,300.00				
4	Ink	Branded and brand new, 003 Ink, Cyan; 70 ml for Epson Printer L3150 Printer; Genuine, Not Refilled or Remanufactured, Officially sealed with QR for verification upon inspection; Expiration: minimum 1 year from delivery date.	btl	5	325.00	1,625.00				
5	Toner Cartridge	Branded and brand new, 303 toner cartridge, Black, 2000 page yields; for Canon LBP2900/2900B/3000 Genuine, Not Refilled or Remanufactured, Officially sealed with QR for verification upon inspection; Manufactured on the same year of purchase date.	box	10	4,450.00	44,500.00				
TOTAL ABC						61,665.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

Mark Edram 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.

Rhea Q. Aguino
BUYER/END USER

TERMS AND CONDITIONS:

- Price quotation shall be valid for a period of at least (30) calendar days from the date of submission.
- In order to ensure that manufacturing defects shall be covered by supplier, a warranty security shall be required from the contract awarded 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) year extended warranty (if applicable) in the case of NON-EXPENDABLE SUPPLIES after acceptance by End-user of the delivered supplies.
- Delivery period within 14 calendar days.
- Awarded contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions stated herein.
- UPLB reserves the right to reject any or all offers as may be considered more advantageous to the University.
- Any amendments, omissions, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.

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

REQUIREMENTS	Shipping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 53.8)	Negotiated Procurement- Less of Final Proposal or Venue (Section 53.16)	Negotiated Procurement- Shortlist, Schedule or Auction Method, Exclusive Technology and Multi-Source (Section 53.6)	Negotiated Procurement- Emergency (Section 53.2)
1. May/Requirement Items	/	/	/	/	/
2. PNP/PS Registration Number	/	/	/	/	/
3. Professional Account (if applicable)	/	/	/	/	/
4. PCAB License (if Infrastructure)	/	/	/	/	/
5. Income Tax Return (except for government agencies as listed)		FOR ANCHORING BIDS	/	/	FOR ANCHORING BIDS
6. Ownership Statement		FOR ANCHORING BIDS	/	/	FOR ANCHORING BIDS
7. NCC for Infrastructure with ABC above PSMN		/	/	/	FOR ANCHORING BIDS

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

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