



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

Request for Quotation/ Bid Form (Technical Specifications)
National Institute of Molecular Biology and Biotechnology (BIOTECH)

UPLB BAC SECRETARIAT
BY: ~~_____~~ DATE: 11/24/23
NOV 28 2023 - TIL 10AM
UPLB-RQ- 11-541-23-GOODS
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: OCTOBER 10, 2023
Fund Code: 8219247
MOP: SMALL VALUE PROCUREMENT
Contact No: 536-2721 (loc 122)
Contact Person: Lorenzo M. Fabro Jr.

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>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	Calibration service of Thermohygrometers	Calibration service of 4 units Thermohygrometers, Setpoints: 25 and 35°C; 30 and 65% RH Accredited to ISO/IEC 17025:2017 with accompanying Certificate of Calibration	lot	1	4,000.00	4,000.00				
2	Calibration service of Liquid in Glass Thermometers	Calibration service of 8 units Liquid in Glass Thermometers Setpoints: -20, -10, 0, 10 and 20°C accredited to ISO/IEC 17025:2017 with accompanying Certificate of Calibration	lot	1	8,000.00	8,000.00				
3	Calibration service of pH meter	Calibration service of 1 unit pH meter Accredited to ISO/IEC 17025:2017 accompanying Certificate of Calibration	lot	1	2,500.00	2,500.00				
4	Preventive Maintenance of Raypa Kjeldhal Distillation Unit	Preventive Maintenance, Raypa Kjeldhal Distillation Unit, includes Nitrogen Distillation Unit, Digestion Unit and Scrubber Unit Scope of Work: 1. Checking all buttons and functions of the system 2. Checking all pumps, tubing and glass parts 3. Draining and flushing of steam generator 4. Checking of heaters, sensors and thermostats 5. Cleaning of internal/external parts of the unit 6. Delivery, replacement and installation of Cartridge P1 in Nitrogen Distillation Unit 7. Removing of acid build up in the system 8. Calibration of water and NaOH pump in the Nitrogen Distillation Unit	lot	1	70,000.00	70,000.00				
5	Preventive Maintenance of Raypa Soxtech Instrument	Preventive Maintenance, Raypa Soxtech Instrument Scope of Work: 1. Checking all buttons and functions of the system 2. Checking of heaters, sensors and thermostats 3. Cleaning and drying of extraction tubes 4. Testing and running of system for leaks	lot	1	23,000.00	23,000.00				
TOTAL ABC						107,500.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

MARK ANTHONY A. BADUA
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.

LORENZO M. FABRO JR.
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 **30** calendar days.
4. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions 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 representatives.

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 lessor)		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 Name of Representative: _____

Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____