

**UNIVERSITY OF THE PHILIPPINES**  
**LOS BANOS**  
 Los Banos, IV-A  
 VAT Reg. TIN: 000-884-006-00004

Request for Quotation  
 College of Economics and Management

**UPLB BAC SECRETARIAT**  
 BY: \_\_\_\_\_ DATE: 12-5-23  
 DEC 11 2023 *km*  
**UPLB-RQ- 12-419-23-rcs**  
**DEADLINE OF SUBMISSION**  
**UPLB-RQ-**

**DEADLINE OF  
 SUBMISSION:**

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

Date: December 4, 2023  
 Fund Code: N-932730  
 MOP: SHOPPING  
 Contact No: 049 536 2846  
 Contact Person: Sherwin U. de Jesus  
su@dejesus@up.edu.ph

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.	DESCRIPTION OF THE ITEM	REQUIRED SPECIFICATIONS	UNIT OF MEASURE	QUANTITY	ESTIMATED BUDGET OF THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	OFFERER'S SPECIFICATION	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank for BAC Secretariat only)
1	Appliances	Branded and Brand new 13 cu. ft. Commercial Chest Freezer HD Inverter Chest Freezer Dual Function Technology(Freezer or Chiller) Digital Temperature Control with LCD Display Galvanized Interior LED Light Key lock Roller feet with 2 years warranty	UN	1	30,000.00	30,000.00				
2	Appliances	Branded and Brand new 13 cu ft Commercial Inverter chiller, Turbo Cooling, Efficient Chilling, No Frost System with 2 years warranty	UN	2	35,000.00	70,000.00				
3	Appliances	Branded and Brand new weighing Scale 150 kg capacity (heavy duty) Electronic platform scale, Stainless steel indicator, High light LED display with 1 year warranty	PC	2	10,000.00	20,000.00				
TOTAL ABC						120,000.00				
								TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked by: *[Signature]*  
 BAC TRG

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.

*[Signature]*  
 Sherwin U. de Jesus  
 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.  
 Revised 8 June 2018/ JOINT BAC RESOLUTION NO. R-006-18

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 interconnections, encasure, 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	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 Major'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)	/	/	/	/	/
6 Omnibus Sworn Statement	/	/	/	/	/
7 NFCC for Infrastructure with ABC above Ph500k	/	/	/	/	/

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: \_\_\_\_\_