



UNIVERSITY OF THE PHILIPPINES

LOS BANOS

Los Banos, IV-A

VAT Reg. TIN: 000-864-006-00004

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

UPLB-RQ-

DEADLINE OF SUBMISSION

UPLB BAC SECRETARIAT
BY: [Signature] DATE: 01/05/2024

JAN 08 2024

UPLB-RQ- 1-001-24-I - 1dam
DEADLINE OF SUBMISSION

Date: January 2, 2023
Fund Code: N837147
MOP: Shopping
Contact No: 9703499397
Contact Person: John Michael Lapitan@up.edu.ph

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 properly 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:

Table with 10 columns: ITEM No., REQUIRED SPECIFICATIONS, UNIT OF MEASURE, QTY, ESTIMATED UNIT APPROVED BUDGET OF THE CONTRACT, ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT, OFFERED SPECIFICATION, QUOTED UNIT PRICE, TOTAL QUOTED PRICE, EVALUATION (Leave this space blank. For BAC/Evaluators only). Rows include items like Stainless plain round bar, Stainless steel plate, Synthetic quartz stone, Sand, Grinding polish, and Ceramic glazed tiles.

Revised and Checked by:

ENGR. DORRY REY CAMUS
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.

DR. RODNEY H. PEREZ
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.
3. Delivery period within ___ 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.
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 (GPPS Resolution No. 21-2017)

Table with 7 rows and 6 columns detailing procurement 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), and Negotiated Procurement-Emergency (Section 53.2).

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: _____ Tel. No.: _____
Fax No.: _____
Signature: _____ Email Address: _____
Position: _____ Date: _____