



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

Request for Quotation/ Bid Form (Technical Specifications)
END-USER/Animal Science

UPLB BAC SECRETARIAT
 BY: DATE: 3-01-24
FEB 06 2024
UPLB-RQ- 1-41-24-RES
DEADLINE OF SUBMISSION

UPLB-RQ-
DEADLINE OF
SUBMISSION:

Jan 31 2024

Suppliers Name: _____

Date: _____
 Fund Code: Trust Fund (184Y FC: N932221
 MOP: NP-53.9 SMALL-VALUE PROCUREMENT
 Contact No: (+63)9323031754 - kofurusho@up.edu.ph
 Contact Person: Kaito Furusho

Please quote your lowest price on the items 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 MEASUREMENT | QTY | ESTIMATED UNIT APPROVED BUDGET OF THE CONTRACT | ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT | OFFERED SPECIFICATION <small>Supplier must state how he has fulfilled technical specifications of that also required part of the technical specifications of item</small> | QUOTED UNIT PRICE | TOTAL QUOTED PRICE | EVALUATION <small>(Leave this space blank for BAC/Evaluators only)</small> |
|------------------|--|---|---------------------|-----|--|---|--|--------------------------------------|--------------------|---|
| 1 | Customized hardbox with minimal printing | Sizes: 3.5 x 8 cm, 1.75 x 4 cm, 1.5 x 2.5 cm, 2.7 cm circle, & 1 cm circle, inclusive of cutting Colors: Black and yellow texts Material: Waterproof, transparent | PC | 19 | 410.00 | 7,790.00 | | | | |
| 2 | Printing and cutting of custom box layouts, 50 copies/layout | Layout 1 Size: 38.5 x 69.6 cm - spread Color: Full colors, one side print Material: 2 Foldcote caliper 20 (solid), pasted with one side plastic lamination Process: Offset Others: CD supplied, with die cutting & pasting Layout 2 Sizes / Folded dimensions: (1) 8 x 4.5 x 6 cm (2) 15 x 6 x 12 cm (3) 14.5 x 5.5 x 7.5 cm, with inside cutting (4) 7.6 x 4.2 x 4 cm, with inside cutting Color: Full colors, one side print Material: Foldcote caliper 20 (solid) with one side plastic lamination Process: Offset Others: CD supplied, with die cutting & pasting | set | 2 | 28,000.00 | 56,000.00 | | | | |
| 3 | Sticker/label printing of chemical-grade containers, 100 copies/set | Sizes: 3.5 x 8 cm, 1.75 x 4 cm, 1.5 x 2.5 cm, 2.7 cm circle, & 1 cm circle, inclusive of cutting Colors: Black and yellow texts Material: Waterproof, transparent | set | 1 | 3,700.00 | 3,700.00 | | | | |
| TOTAL ABC | | | | | | 67,490.00 | | | | |
| | | | | | | | | TOTAL QUOTED AMOUNT IN WORDS: | | |

Reviewed and Checked By:

Andrew P. Licardo
 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

KAITO FURUSHO
 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 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.
- Delivery period within 30 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 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 53.2) | Negotiated Procurement- Emergency (Section 53.2) |
|--|-----------------------|--|---|--|--|
| 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 agencies as lessor) | / | / | / | / | / |
| 6 Omnibus Sworn Statement | / | FOR ABC'S ABOVE | / | / | FOR ABC'S ABOVE |
| 7 NFCC for Infrastructure with ABC above Ph500k | / | FOR ABC'S ABOVE | / | / | FOR ABC'S ABOVE |

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: _____