

**UNIVERSITY OF THE PHILIPPINES**  
**LOS BAÑOS**  
 Los Baños, IV-A  
 VAT Reg. TIN: 000-844-006-00004

Request for Quotation/ Bid Form (Technical Specifications)  
**AGRICULTURAL SYSTEMS INSTITUTE - CAFS, UPLB**

**UPLB BAC SECRETARIAT**  
 BY:                      DATE: 2-20-24  
**FEB 26 2024**  
2-26-24-PEJ  
**UPLB-RO**  
**DEADLINE OF SUBMISSION**  
 HEADLINE OF SUBMISSION

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

Date: February 12, 2024  
 Fund Code: NE37786  
 MOP: Shopping  
 Contact No: (049) 638-2469  
 Contact Person: Leila D. Landicho/Christine Joy Manalo

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 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 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: **SUPPLIERS' STORE/ESTABLISHMENT SHOULD BE LOCATED IN LOS BAÑOS, LAGUNA OR WITHIN THE VICINITIES.**

ITEM NO.	GENERAL NAME OF THE ITEM	REQUIRED SPECIFICATIONS	UNIT OF MEASURE	QUANTITY	ESTIMATED UNIT APPROVED BUDGET FOR THIS CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	OFFERED SPECIFICATION (Provide a detailed description of the specifications of the offered goods or services, including the brand name and model number of each item.)	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC/Evaluators only)
1	Net	Shade nets, fabric cloth, 80% shade, 8 feet x 100 meter	roll	4	4,500.00	18,000.00				
2	Hose	water hose, 1/2" x 90 meter	roll	1	4,010.00	4,010.00				
3	Drum	Plastic drums, blue, with cover, 200 liters	pc	5	2,500.00	12,500.00				
4	Weighting Scale	Weighting Scale, 10 kg capacity, flat plate, stainless steel and metal, mechanical dial type	pc	1	3,500.00	3,500.00				
5	Seedling Tray	Seedling Trays, 104 holes, black	pc	60	120.00	7,200.00				
6	Bahay Kubo	Bahay Kubo Pavilion Type, made of quality bamboo, fully varnished, secured bamboo grills, with anahaw roof with net, with attached seat, size: 7ft x 12ft	pc	1	60,000.00	60,000.00				
7	Kids' Garden Tool Kit	3Pcs Mini Garden Tools Set Trowel Rake Shovel Home Garden for Digging, Planting or Weeding Material: Iron, Wooden Handle, Approx. 210mm x 60mm, 150mm x 70mm (L*W)	set	20	150.00	3,000.00				
8	Kids' Garden Tool Kit	Kids' Garden Tools: Kids /Junior Garden Safety Rubber Coated Gloves Material: Rubber and Fabric	pc	20	215.00	4,300.00				
9	Kids' Garden Tool Kit	Kids' Garden Tools: Small Bag, Approx. 25 cm x 18 cm x 24 cm Material: Fabric	pc	20	100.00	2,000.00				
<b>TOTAL ABC</b>						<b>114,510.00</b>				
								TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked By:

*Leila D. Landicho*  
**Leila D. Landicho**  
 BAC TING

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.

*Christine Joy Manalo*  
**Christine Joy Manalo**  
 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 5 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.
- OTHER CONDITIONS: SUPPLIER'S STORE MUST LOCATED IN LOS BAÑOS, LAGUNA OR WITHIN THE VICINITIES.

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

REQUIREMENTS	Shopping	Negotiated Procurement	Negotiated Procurement	Negotiated Procurement-Scientific	Negotiated
1 Mayor's/Business Permit					
2 PHGEPS's Registration Number					
3 Professional license/ CV (consulting services)					
4 PCAB License (for Infrastructure)					
5 Income / Business tax return (except for government agencies as source)		FOR ABC'S ABOVE BOX			FOR ABC'S ABOVE BOX
6 Ombudsman Sworn Statement		FOR ABC'S ABOVE BOX			FOR ABC'S ABOVE BOX
7 NFCC for Infrastructure with ABC above PH500k					FOR ABC'S ABOVE BOX

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: \_\_\_\_\_