



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

Request for Quotation/ Bid Form (Technical Specifications)
University Planning and Maintenance Office

PLB DAC SECRETARIAT
BY: *J* DATE: 4-4-24
APR 10 2024
PLB-RQ-4-105-24-(603)
DEADLINE OF SUBMISSION

Suppliers Name: _____

Date: March 4, 2024
Fund Code: 9370100
MOP: Small Value Procurement
Contact No: 09978778427
Contact Person: Gerniebeth B. Monteiro

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 or dealer thereof.
 - 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

ITEM NO.	GENERAL BIDDING ITEM	REQUIRED SPECIFICATIONS	UNIT OF MEASURE	QTY	APPROVED BUDGET OF THE CONTRACT	APPROVED BUDGET OF THE CONTRACT	REMARKS (Bidders shall state here the details to the technical specifications of their offer against each of the technical specifications of each requirement)	UNIT PRICE	TOTAL QUOTED PRICE	Special Mark. For BAC/Evaluators only
1	Agricultural Products	Doña Aurora, 1.5 ft in ht., bushy, potted, free from pest and diseases	pc	300	150.00	45,000.00				
2		Doña Aurora, 2.5 ft in ht., bushy, potted, free from pest and diseases	pc	200	170.00	34,000.00				
3		Doña Luz, 1 ft in ht., bushy, potted, free from pest and diseases	pc	500	120.00	60,000.00				
4		Doña Luz, 3.5 ft in ht., bushy, potted, free from pest and diseases	pc	500	220.00	110,000.00				
TOTAL ABC						249,000.00				

For: Supply and Delivery of Mussaenda sp. For Pili Drive Island

TOTAL QUOTED AMOUNT IN WORDS: _____

Reviewed and Checked By: *[Signature]*
PAMELA E. LAPITAN
BAC TWO

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]
GERNIEBETH B. MONTEIRO
BUYER/END-USER

TERMS AND CONDITIONS:

- Price quotations 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 (3) 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.
- UPP reserves the right to reject any or all offers as may be considered most advantageous to the University.
- Any interlineations, erasures, 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) Bids/offer to be submitted in sealed envelopes	/	/	/	/	/
2) PHAGEPS 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 ABCS ABOVE 50K	/	/	FOR ABCS ABOVE 50K
6) Omnibus Sworn Statement	/	FOR ABCS ABOVE 50K	/	/	FOR ABCS ABOVE 50K

After having carefully read and accepted your General Conditions, We quote you on the item at prices noted above.

Name of the Company: _____
Address: _____
Tel. No.: _____
Fax No.: _____
Signature over Printed Name of Representative: _____
Email Address: _____
Position: _____
Date: _____