

**UPLB BAC SECRETARIAT**  
 BY: \_\_\_\_\_ DATE: 4-22-24  
APR 26 2024  
**UPLB-RQ- 4-141-24-RES**  
**DEADLINE OF SUBMISSION**

**UNIVERSITY OF THE PHILIPPINES**  
**LOS BANOS**  
 Los Banos, IV-A  
 VAT Reg. TIN: 000-864-008-00004  
**Request for Quotation/ Bid Form (Technical Specifications)**  
**QVCRE-PGC**

Supplier Name: \_\_\_\_\_

Date: 04-11-2024  
 Fund Code: 002500  
 MOP: SHOPPING  
 Contact No: 0609/80030  
 Contact Person: Dorinda A. Vitorino  
do.vitorino@uplb.edu.ph

UPLB-RQ- \_\_\_\_\_  
 DEADLINE OF SUBMISSION: \_\_\_\_\_

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 specify the BRAND and MODEL NUMBER for equipment and its accessories or peripherals. Evidence shall be in the form of manufacturer's un-attached sale literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
  - Quotation through Internet is acceptable. Winning bidder shall submit original signed RO 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 MEASURE	QTY	ESTIMATED UNIT APPROVED BUDGET OF THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	DIVISED SPECIFICATION	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION	
1	Reagent bottle	screwcap, clear, 50ml	pcs	10	₱ 308.00	₱ 3,080.00					
2	Mortar and Pestle	Porcelain, 50ml	pcs	10	₱ 220.00	₱ 2,200.00					
3	Mortar and Pestle	Porcelain, 200ml	pcs	10	₱ 417.50	₱ 4,175.00					
4	Rotary evaporator - receiving flask	Borosilicate glass, autoclavable, 1L	pcs	1	₱ 3,000.00	₱ 3,000.00					
5	Rotary Evaporator Adapter	Media Bottle, 250ml, 24/40 Joint	pcs	1	₱ 2,980.00	₱ 2,980.00					
6	Tube chiller	Tube chiller/cooling rack, with 2ml and 0.2 ml wells	pcs	2	₱ 11,750.00	₱ 23,500.00					
7	Cupped powder spatula	stainless steel, 14 inches, V-shaped	pack	1	₱ 3,000.00	₱ 3,000.00					
8	Cupped powder spatula	plastic, 14 inches, V-shaped, polystyrene	pack	1	₱ 3,000.00	₱ 3,000.00					
9	Canisters/ Jars	plastic, screw cap, autoclavable, 500ml	pack	1	₱ 5,000.00	₱ 5,000.00					
10	Canisters/ Jars	plastic, screw cap, autoclavable, 100ml	pack	1	₱ 3,000.00	₱ 3,000.00					
11	Canisters/ Jars	plastic, screw cap, autoclavable, 60ml	pack	1	₱ 2,500.00	₱ 2,500.00					
12	Plastic trays	large, approx 430 x 140 x 340 cm (LxHxW)	pcs	25	₱ 142.00	₱ 3,550.00					
13	Plastic trays	medium, approx. 330 x 120 x 230 cm (LxHxW)	pcs	25	₱ 132.00	₱ 3,300.00					
14	Plastic trays	small, approx. 255 x 45 x 185 cm (LxHxW)	pcs	25	₱ 120.62	₱ 3,015.50					
15	Floater	for 2ml tubes, atleast 10-16 wells, polystyrene	pack	2	₱ 1,117.00	₱ 2,234.00					
16	Icebox	8L, approx. 29cm x 23cm x 28cm, Easy to flip top cover Hide away handle Foam insulated Made from high grade plastic material	pcs	5	₱ 550.00	₱ 2,750.00					
17	Icebox	15L, approx. 40cm x 25cm x 32.5cm, Easy to flip top cover Hide away handle Foam insulated Made from high grade plastic material	pcs	3	₱ 650.00	₱ 1,950.00					
18	Culture test tubes	Borosilicate with screw caps 20 ml 16mm x 150mm	pcs	200	₱ 48.00	₱ 9,600.00					
19	Culture test tubes	Borosilicate glass Tubes with Plain End 15 ml 16mm x 125mm	pcs	150	₱ 28.00	₱ 4,200.00					
Note: All Supplies will be delivered to the Institute of Plant Breeding (Biochem), UPLB CAFS.											
<b>TOTAL ABC</b>							<b>88,034.50</b>				
								<b>TOTAL QUOTED AMOUNT IN WORDS:</b>			
								<b>Eighty-eight thousand thirty-four dollars and fifty cents</b>			

Reviewed and Checked By: [Signature]  
 Name: [Name]  
 Title: [Title]

[Signature]  
 Name: [Name]  
 Title: [Title]

Please quote at your government price (including VAT) and state the time within which you can make delivery. It will be appreciated if we can have your quotation/offer as early as possible on or before the deadline.

**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 insure 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 6 months for DURABLE SUPPLIES (except for government agencies as issuer).
- Delivery period within 30 calendar days.
- Award of contract shall be based on the lowest quotation which complies with the technical specifications, and other terms and conditions stated herein.
- UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.
- Any clarifications, omissions, or overlooking shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.

Requirements for Suppliers (UPLB Memorandum No. 21-2017)

Item No.	Requirement	Shops	Non-shops	Non-shops	Non-shops	Non-shops
1	Major's Business Permit					
2	DTI/SEC Registration Certificate					
3	Department of Labor (DOLE) Registration Certificate					
4	SEC REGISTRATION FOR INVESTORS					
5	Income / Business tax returns (except for government agencies as issuer)					
6	Approved Bids Statement					
7	NFCC for Infrastructure with ABC score 75/100					

After having carefully read and accepted your General Conditions, I/We quote you on the Bids at prices noted above.  
 Name of the Company: \_\_\_\_\_  
 Address: \_\_\_\_\_