



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

Request for Quotation/ Bid Form (Technical Specifications)
TYPE END USER/DEPARTMENT UNIT

UPLB BAC SECRETARIAT
 BY: [Signature] DATE: 4-22-24

APR 26 2024 ^{10am}

UPLB-RQ-4-144-24-1353
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: April 22, 2024
 Fund Code: N9248ZA
 MOP: Small Value Procurement
 Contact No: 9365499447
 Contact Person: Royeth Quilfoy

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: _____

ITEM NO.	DESCRIPTION OF ITEMS	REQUIRED SPECIFICATIONS	UNIT OF MEASURE	QTY	ESTIMATED APPROVED BUDGET OF THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	OFFERED SPECIFICATION (Bidders must state item details, technical specifications of their offer against each of the individual items/entry of each requirement)	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank for BAC Evaluators only)
1	Printing Services	Printing Services for GAME Tools Guidebook	lot	1	168,000.00	168,000.00				
		Printing: Offset Printing								
		Size: B5 (6.9 x 9.8 in)								
		Cover: C25180#								
		Full color, glossy								
		280-300 pages/3 module								
		Inside Pages:								
		Book paper								
		90-100 gsm								
		Full Color								
		With Jacket/Box Lid								
		80 pcs per module Total of								
		240pcs								
TOTAL ABC						168,000.00				
								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 herein.

BLESSE L. QUERJERO
 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 _____ 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, 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 Mayor's/Business Permit	/	/	/	/	/
2 PhilGEPS Registration Number	/	/	/	/	/
3 Professional license/ CV (consulting services)	/	/	/	/	/

4	PCAB License (for Infrastructure)				
5	Income / Business tax returns (except for government agencies as listed)	FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 50K
6	Omnibus Swap Statement	FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 50K
7	NECC for Infrastructure with ABC above Ph500k				FOR ABC'S 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: _____

Position: _____

Email Address: _____

Date: _____