



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

Request for Quotation/ Bid Form (Technical Specifications)  
Agricultural System Institute

UPLB BAC SECRETARIAT  
BY: \_\_\_\_\_ DATE: 5/16/24  
MAY 21 2024 - TIL ICAM  
UPLB-RQ- 5-144-24-GOODS  
DEADLINE OF SUBMISSION

DEADLINE OF SUBMISSION: \_\_\_\_\_

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

Date: April 17, 2024  
Fund Code: 2137001  
MOP: SVP  
Contact No: 5363229  
Contact Person: Rochelle S. Sacabon  
Jervin C. Aquino

Please quote your lowest price on the item/s listed below, subject to the General Conditions below.

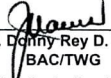
Note:

- 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 MEASURE | QTY | ESTIMATED UNIT APPROVED BUDGET OF THE CONTRACT | ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT | OFFERED SPECIFICATION<br>Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of each requirements | QUOTED UNIT PRICE | TOTAL QUOTED PRICE | EVALUATION (Leave this space blank. For BAC/Evaluators only) |
|----------|--------------------------|--|-----------------|-----|--|---|--|-------------------|--------------------|--|
| 1        | Transportation Services  | Van Rental, UPLB to Caliraya<br>Purpose: To conduct focus group discussions and survey - July 10, 2024   | trip            | 1   | 4,500.00                                       | 4,500.00  |  |                   |                    |  |
| 2        |                          | Van Rental, UPLB to Cavinti<br>Purpose: To conduct focus group discussions and survey - July 1, 2024   | trip            | 1   | 4,500.00                                       | 4,500.00  |  |                   |                    |  |
| 3        |                          | Van Rental, UPLB to Infanta, Quezon<br>Purpose: To conduct focus group discussions and survey - July 1, 2024   | trip            | 1   | 7,500.00                                       | 7,500.00  |  |                   |                    |  |
| 4        |                          | Van Rental, UPLB to Infanta, Quezon<br>Purpose: To conduct focus group discussions and survey - July 15, 2024  | trip            | 1   | 7,500.00                                       | 7,500.00  |  |                   |                    |  |
| 5        |                          | Van rental UPLB to NAIA Manila<br>Purpose: Official Travel - July 8, 2024  | trip            | 2   | 5,500.00                                       | 11,000.00                                       |  |                   |                    |  |
| 6        |                          | Van rental UPLB to Quezon City<br>Purpose: Canvassing and purchasing vehicle supplies - July 8, 2024   | trip            | 1   | 4,500.00                                       | 4,500.00  |  |                   |                    |  |
| 7        |                          | Van rental UPLB to Quezon City<br>Purpose: To attend a meeting - July 15, 2024   | trip            | 1   | 4,500.00                                       | 4,500.00  |  |                   |                    |  |
| 8        |                          | Van rental, UPLB to Lobo, Batangas and back<br>Purpose: To conduct Monitoring, Evaluation and Learning Systems (MEALS) project orientation and interview campus officials - July 1, 2024 | trip            | 1   | 6,000.00                                       | 6,000.00  |  |                   |                    |  |
| 9        |                          | Van rental, UPLB to Lobo, Batangas and back<br>Purpose: Under graduate Thesis SF project orientation and interview - July 17, 2024   | trip            | 1   | 6,000.00                                       | 6,000.00  |  |                   |                    |  |
| 10       |                          | Van rental, UPLB to Morong, Rizal and back<br>Purpose: To conduct Monitoring, Evaluation and Learning Systems (MEALS) project orientation and interview campus officials - July 15, 2024 | trip            | 1   | 6,500.00                                       | 6,500.00  |  |                   |                    |  |
| 11       |                          | Van rental, UPLB to Siniloan and back<br>Purpose: To conduct Monitoring, Evaluation and Learning Systems (MEALS) project orientation and interview campus officials - July 29, 2024      | trip            | 1   | 4,500.00                                       | 4,500.00  |  |                   |                    |  |

|                  |   |      |   |          |                  |                                      |  |  |  |
|------------------|---|------|---|----------|------------------|--------------------------------------|--|--|--|
| 12               | Van rental, UPLB to Siniloan and back<br>Purpose: Under graduate Thesis SF project<br>orientation and interview - July 31, 2024   | trip | 1 | 4,500.00 | 4,500.00         |                                      |  |  |  |
|                  | <b>Other requirement:<br/>Inclusive of a Driver, driver's expenses,<br/>gasoline, toll fees and parking fees.<br/>Accident insurance with Philgeps<br/>Accreditation and franchise. LTFRB<br/>registered.</b> |      |   |          |                  |                                      |  |  |  |
| <b>TOTAL ABC</b> |   |      |   |          | <b>71,500.00</b> |                                      |  |  |  |
|                  |   |      |   |          |                  | <b>TOTAL QUOTED AMOUNT IN WORDS:</b> |  |  |  |

Reviewed and Checked By:

  
 Engr. Donny Rey D. Camus  
 BAC/TWG 22a - 2024

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.

  
 Napoleon A. Alborida  
 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
- 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 initiated by you or any of your duly authorized representative/s.

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

| REQUIREMENTS   | Shopping<br>(Section 52) | Negotiated<br>Procurement-<br>Small Value<br>Procurement<br>(Section 53.9) | Negotiated<br>Procurement- Lease<br>of Real Property or<br>Venue (Section<br>53.10) | Negotiated Procurement-<br>Scientific, Scholarly or<br>Artistic Work, Exclusive<br>Technology and Media<br>Services (Section 53.6) | Negotiated Procurement-<br>Emergency<br>(Section<br>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 lessor) |                          | FOR ABC'S<br>ABOVE 500K  | /   | /  | FOR ABC'S<br>ABOVE 500K                                   |
| 6 Omnibus Sworn Statement  |                          | FOR ABC'S<br>ABOVE 50K   |   |  | FOR ABC'S<br>ABOVE  |
| 7 NFCC for Infrastructure with ABC above Ph500k                            |                          | /  |   |  | FOR ABC'S<br>ABOVE 500K                                   |

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: \_\_\_\_\_