



UNIVERSITY OF THE PHILIPPINES
LOS BANOS

VAT Reg. TIN: 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications)
CAFS/INSTITUTE OF CROP SCIENCE

UPLB BAC SECRETARIAT
BY: [Signature] DATE: 6-13-24
MAY 17 2024 ^{10am}
UPLB-RQ- 5-171-24-RES
DEADLINE OF SUBMISSION
UPLB-RQ

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: May 13, 2024
Fund Code: N9-326-21
MOP: SHOPPING
Contact No: 9218655406
Contact Person: ALEA SHANNY M. LA ROSA

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 <small>Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of each requirements.</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC Evaluators only)
1	CATERING SERVICES	Catering Services - Project Training Date: May 20-24, 2024, (Plated) package 2 @UPLB threshold								
		AM snacks: Egg Sandwich or Tuna Sandwich, Coffee or Bottled Water (350ml)								
		Lunch: Rice, Beef or Pork, Fish & Vegetables, Soda Drink (200ml), Fruits (banana/melon/watermelon)	pax	230	700.00	161,000.00				
		PM snacks: Baked Mac or Palabok, Fruit Juice (330ml)								
		Dinner: Rice, Chicken, Vegetables, Coffee Jelly, Bottled Water (500ml)								
2	CATERING SERVICES	Catering Services - Project Meeting and Planning Date: May 28, 2024 AM snacks: Menu: Chicken and Egg Sandwich, Soda Drink(200ml) Lunch packed : Menu: Rice, fruit Sisig, Fresh Lumpia and Bottled Water 500 ml, Packed	pax	66	260.00	17,160.00				
						178,160.00				

Reviewed and Checked By: [Signature]
Lea C. Gonzales
BAC TWG

[Signature]
ALEA SHANNY M. LA ROSA
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 7 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 (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 lessor)		FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 50K
6	Omnibus Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 500K
7	NFCC for Infrastructure with ABC above Ph500k		/			FOR ABC'S ABOVE 50K

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: _____

Tel. No. : _____

Fax No. : _____

Signature over Printed Name of Representative: _____

Email Address: _____

Position: _____

Date: _____