



UNIVERSITY OF THE PHILIPPINES
LOS BANOS
Los Banos, IV-A
VAT Reg. TIN: 000-854-006-00004

Request for Quotation/ Bid Form (Technical Specifications)
FORESTRY DEVELOPMENT CENTER, UPLB-CFNR

UPLB BAC SECRETARIAT
BY: [Signature] DATE: 5-16-24

MAY 20 2024 10am

UPLB-RQ- 5-173-24-RES
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: May 09, 2024
Fund Code: N92912A
MOP: Small Value Procurement
Contact No: 536-2341
Contact Person: Nicole A. Nacionales

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 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 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	OFFERED SPECIFICATION <small>Suppliers must state how the offered technical specifications of their offer agree with each of the individual provisions of each requirement.</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>Leave this space blank. For BAC Evaluators only</small>
1	Catering Services	Package 1: AM-PM LUNCH (Plated/ Assisted Buffet or Packed) Am Snacks Baked Spaghetti, bread, Iced Tea Pm Snacks Tuna Sandwich, / Orange juice Lunch Rice, Spinach Seafood soup; F Pork Ribs, grilled tuna belly, vietnamese spring roll, lemonade For Regional 10 Consultation (within Cagayan de Oro Vicinities) on May 28, 2024	pkg	75	1,100.00	82,500.00				
TOTAL ABC						82,500.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked by: [Signature]
Lea Gonzales
NAC/UVG

Please quote at your government type (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]
NICOLE A. NACIONALES
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 awarded 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 **14** 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 interferences, errors, or omissions shall be valid only if they are signed or initiated by you or any of your duly authorized representatives.

Requirements for Suppliers (GPPS Resolution No. 21-2017)

REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 51.9)	Negotiated Procurement- Lease of Real Property or Value (Section 51.10)	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services (Section 51.6)	Negotiated Procurement- Emergency (Section 51.2)
1. Mayor's/Business Permit	/	/	/	/	/
2. PRR/UPJ's Registration Number	/	/	/	/	/
3. Introduction of Engineer/ CV (consulting services)	/	/	/	/	/
4. P-CAS License for Infrastructure	/	/	/	/	/
5. Income / Business tax returns (except for government agencies as issuer)	/	FOR ABC'S ABOVE ROW	/	/	FOR ABC'S ABOVE ROW
6. Omnibus sworn Statement	/	FOR ABC'S ABOVE ROW	/	/	FOR ABC'S ABOVE ROW
7. NPCC for Infrastructure with ABC above P=500k	/	/	/	/	FOR ABC'S ABOVE ROW

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: _____