



UNIVERSITY OF THE PHILIPPINES
 LOS BANOS
 Los Banos, IV-A
 VAT Reg. TIN: 000-864-006-00004
Request for Quotation/ Bid Form (Technical Specifications)
INSTITUTE OF AGROFORESTRY



UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date

May 23, 2024

Fund Code:

8222700

MOP:

SMALL VALUE PROCUREMENT

Contact No:

536-3809/09214012302

Contact Person

Persie Guevarra-Tubig

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
- 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 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	SERVICES	SUPPLY AND DELIVERY OF LABOR AND MATERIALS FOR THE REPAIR, REPAINTING AND REHABILITATION OF THE OFFICE FLOOR, OUTSIDE WALL OF THE HALLWAY AND INTERIOR WALL OF INSTITUTE OF AGROFORESTRY	LOT	1	637,399.88	637,399.88				
	Materials	T & Z flooring 5/8" thk. X 4" x 12"	pcs.	520						
		Finishing nails 2"	kilos	10						
		Fiber cement board 1/4" x 4' x 8'	pcs.	12						
		Fiber cement board nails 1"	kilos	3						
		Door jamb 2" x 5" x 0.95m W x 2.10m H, Mahogany	pc.	1						

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		Flash door on 2" x 3" frame boat face marine plywood with door jamb 2" x 6" x 1.09m W, Mahogany	sets	2						
		Flash door 2.10 W x 2.20 H, boat face marine plywood 2" x 3" frame, Mahogany	pc.	1						
		Loose pin hinges 4" x 4", Heavy duty	pairs	4						
		Cylindrical lockset, Heavy duty	pcs.	2						
		Flat latex, White, Premium quality paint	gallons	2						
		Semi-gloss latex, UP Biege, Pre-mix paint	gallons	2						
		Skim coat	kilos	2						
		Paint brush 2", Horse hair bristle	pcs.	6						
		Paint roller 7", cotton	pc.	1						
		P.V.C. paint tray	pc.	1						
		Hudson polyurethane sealer	gallons	16						
		Hudson polyurethane top coat	gallons	16						
		Q.D.E., Chocolate brown	gallons	4						
		Q.D.E., Maple	gallon	1						
		Lacquer thinner	gallons	2						
		Paint thinner, premium grade	gallon	1						
		Oil wood stain, Maple	gallons	4						
		Wood pye, Maple	quarts	4						
		Q.D.E., White, Premium quality paint	gallons	2						
		Paint brush 4"	pcs.	6						
		Baby roller 4", cloth	pcs.	4						
		Paint brush 1", Horse hair bristle	pcs.	4						
		1/4 ltr. Tinting color, Lamp-black	cans	3						
		1/4 ltr. Tinting color, Raw sienna	cans	3						
		1/4 ltr. Tinting color, Bulletin red	cans	2						
		Waste cloth, small	kilos	2						
		Sanding paper #100	fts.	10						
		Sanding paper #80	fts.	7						
		Sanding paper #320	pcs.	10						
		SCOPE OF WORK :								
		1. Dismantling and repair of outside wall of the hall way								
		2. Repainting of the outside wall of the hall way								
		3. Dismantling of existing T & Z flooring								
		4. Replacement and installation new T & Z flooring								

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		5. Cleaning,clearing, sanding, patching,then varnishing / painting of the new T & Z flooring								
		4. Dismantling of existing damaged wall								
		5. Labor for transfer of one (1) set glass door								
		6. Replacement and painting of door and door jams								
		7. Dismantling and re-installation of cubicle partition								
		8. Dismantling and re-installation of based board								
		8. Repainting of grill, window, doors and based board								
		9. Repainting of walls and ceiling								
		10. Disposal of debris and unwanted materials from the working are to the approved and designated location								
		NOTE: 1. Site Inspection Required. 2. PCAB License General Building (GB-1) Small A 3. 90 CD 4. COSH, CE 5. Various hand and power tools								
TOTAL						637,399.88				
TOTAL QUOTED AMOUNT IN WORDS:										

Reviewed and Checked By:


DONNELL D. CAMUS
FACTWG

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.


PERSEVERANDA GUEVARRA-TUBIG
BUYER/END-USER

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TERMS AND CONDITIONS:

1. Price quotation/s shall be valid for a period of at least (30) calendar days from the date of submission.
2. 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
3. Delivery period within 60 calendar days.
4. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and condition stated herein
5. UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.
6. 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.
7. OTHER Conditions: Supplier should be based within Laguna area only.

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)	/	/	/	/	/
6	Omnibus Sworn Statement		FOR ABC'S ABOVE 500K FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 500K 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. : _____
 Email Address: _____
 Date: _____

Signature over _____

Position: _____