



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 CROP SCIENCE, CAFS

UPLB BAC SECRETARIA
 BY: _____ DATE: 6/30/24
 JUN 25 2024 - TL 10AM
 UPLB-RQ- G-181-24-000DS
 DEADLINE OF SUBMISSION

UPLB-RQ-
DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: March 11, 2024
 Fund Code: 8302131 TOSF
 MOP: SVP
 Contact No: 501-6649; mdcatica@up.edu.ph
 Contact Person: Maria Agnes D. Calica, ICropS, CAFS

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 <small>(Leave this space blank. For BAC/ Evaluators only)</small>
1	Bag	Brand new Bag, PET seedling with hole, 3"x3"x10", 100 pcs per pack	pcks	15	200.00	3,000.00				
2	Bag	Brand new Polybags 4x4x7 (100pcs/bundle)	bun	3	150.00	450.00				
3	Mulch	Brand new Mulch, plastic, 1.5 m width	roll	1	4,000.00	4,000.00				
4	Tray	Brand new Tray, Microwaveable for seed germination Length=24cm, W=14cm, H=7cm	pcs	100	55.00	5,500.00				
5	Stool	Brand new Plastic stool, Low stool, heavy duty plastic	pcs	5	75.00	375.00				
6	Tray	Brand new Tray, plastic, Rectangular, heavy duty plastic, 27"x17"x7" (LxWxH)	pcs	6	350.00	2,100.00				
7	Plastic	Brand new Autoclavable plastic, 12 x 18", 100 pcs/pack	pack	19	350.00	6,650.00				
8	Container	Brand new plastic container, 500 ML Microwaveable Plastic Food Container rectangle	pcs	150	70.00	10,500.00				
9	Bag	Brand new seedling bag, black Polyethylen seedlings bag 3x3x6, 100 pcs per pack	pcks	3	55.00	165.00				
10	BAg	Brand new black Polyethylen seedlings bag 6x6x11, 100pcs/pack	pcks	3	160.00	480.00				
11	Tray	Brand new seedling tray, 12 Hole Seedling Trays Seed Starter Starter Plant Flower Grow Box Propagation for Gardening Grow Starting Germination Box	pcs	10	25.00	250.00				
12	Bag	Brand new new transparent plastic bag, LDPE Vacuumable Plastic Bag Plain, 100 pcs/pack	pck	3	480.00	1,440.00				
13	Trays	Brand new seedling trays, 128 holes	pcs	5	350.00	1,750.00				
14	Bag	Brand new polyethylene bag 10x12 inches (width x length), 0.002 inches (thickness)	bun	1	300.00	300.00				
15	Tray	Brand new Seedling tray, 10 holes	pcs	10	70.00	700.00				



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 Contact No: **501-6649; mdcalica@up.edu.ph**
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16	Tray	Brand new Seedling tray, 50 holes	pcs	10	100.00	1,000.00				
17	Pots	Brand new pots plastic, flexible, soft, nursery pots, black, 30 cm x 25 cm	pcs	200	80.00	16,000.00				
18	Pots	Brand new pots plastic, flexible, soft, nursery pots, black, 23 cm x 21 cm	pcs	200	60.00	12,000.00				
19	Pots	Brand new pot plastic, flexible, soft, nursery pots, black, 16 cm x 14 cm	pcs	200	40.00	8,000.00				
20	Pots	Brand new pots plastic, flexible, soft, nursery pots, black, 5" x 2"	pcs	200	20.00	4,000.00				
21	Pail	Brand new Pail, Black 15 L	pcs	50	50.00	2,500.00				
22	Bag	Brand new Bag, seedling, 3.5 x 3.5 x 11	bun	10	125.00	1,250.00				
23	Bag	Brand new seedling bag, 4 x 4 x 12	bun	10	275.00	2,750.00				
24	Tray	Brand new seedling tray, Black tray, No. of holes: 50 Hole shape: square Material: PS plastic Lifespan: 3-4 years (8-10 times usage) Use: Nursery seedling	pcs	10	60.00	600.00				
25	Tray	Brand new seedling tray, 35 holes	pcs	10	50.00	500.00				
						86,260.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By: DESAIGNAN

MARIA AGNES D. CALICA
 BUYER/ END-USER

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.

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 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 (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	/	/	/	/	/



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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: _____
 Signature over Printed Name of Representative: _____
 Position: _____

Tel. No. : _____
 Fax No. : _____
 Email Address: _____
 Date: _____