



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

Request for Quotation/ Bid Form (Technical Specifications)  
**OVGRE-PGC**

UPLB BAC SECRETARIAT  
BY:                      DATE: 6-25-24  
                     10am  
JUL 02 2024  
UPLB-RQ- 6-229-24-PES  
DEADLINE OF SUBMISSION

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

Date: June 10, 2024  
Fund Code: N928500  
MOP: SHOPPING  
Contact No: 9656785530  
Contact Person: Daiserie A. Villarante  
davillarante@up.edu.ph

UPLB-RQ- \_\_\_\_\_  
DEADLINE OF \_\_\_\_\_

- Note: Please quote your lowest price on the item/s listed below, subject to the General Conditions below.
- 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
  - 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 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	Mortar and Pestle	Porcelain, 200ml	PCS	10	P 417.50	P 4,175.00				
2	Tube chiller	Tube chiller/cooling rack, with 2ml and 0.2 ml wells	PCS	2	P 11,750.00	P 23,500.00				
3	Cupped powder spatula	stainless steel, 14 inches, V-shaped, polystyrene	pack	1	P 3,000.00	P 3,000.00				
4	Cupped powder spatula	plastic, 14 inches, V-shaped, polystyrene	pack	1	P 3,000.00	P 3,000.00				
5	Plastic trays	large, approx 430 x 140 x 340 cm (LxHxW)	PCS	25	P 142.00	P 3,550.00				
6	Plastic trays	medium, approx. 330 x 120 x 230 cm (LxHxW)	PCS	25	P 132.00	P 3,300.00				
7	Plastic trays	small, approx. 255 x 45 x 195 cm (LxHxW)	PCS	25	P 120.62	P 3,015.50				
8	Floaters	for 2ml tubes, atleast 10-16 wells, polystyrene	pack	2	P 1,117.00	P 2,234.00				
9	Icebox	8L, approx. 29cm x 23cm x 28cm, Easy to flip top cover Hide away handle Foam insulated Made from high grade plastic material	PCS	5	P 550.00	P 2,750.00				
10	Icebox	15L, approx. 40cm x 25cm x 32.5cm, Easy to flip top cover Hide away handle Foam insulated Made from high grade plastic material	PCS	3	P 650.00	P 1,950.00				
Note: All Supplies will be delivered to the Institute of Plant Breeding (Biochem), UPLB CAFS.										
TOTAL ABC						50,474.50				
								TOTAL QUOTED AMOUNT IN WORDS: FIFTY THOUSAND FOUR HUNDRED SEVENTY-FOUR AND FIVE TENTHS		

Reviewed and Checked By: Jelic C. Vinahava  
BAC WG

Daiserie A. Villarante  
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

**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)
- Delivery period within 10 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 duty 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	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: \_\_\_\_\_  
Signature over Printed Name: \_\_\_\_\_  
Position: \_\_\_\_\_

Tel. No.: \_\_\_\_\_  
Fax No.: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Date: \_\_\_\_\_