



**UNIVERSITY OF THE PHILIPPINES**  
**LOS BANOS**  
 Los Banos, IV-A  
 VAT Reg. TIN: 000-864-005-00004

UPLB BAC SECRETARIAT  
 BY:                      DATE: 6-28-24  
 JUL 02 2024 *10am*  
 UPLB-RQ- 6-237-24-PES  
 UPLB-RQ- SUBMISSION

Request for Quotation/ Bid Form (Technical Specifications)  
**INSTITUTE OF CROP SCIENCE, COLLEGE OF AGRICULTURE AND FOOD SCIENCE**

*12 W 16535*

DEADLINE OF  
 SUBMISSION:

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

Date: June 05, 2024  
 Fund Code: N933421  
 MCP: SHOPPING  
 Contact No: 9367689914  
 Contact Person: Fritchie Anne C. Tajaran - ICropS, UPLB

**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	CATERING SERVICE	Food Order: Breakfast Buffet (July 15, 2024) Menu: Coffee/Juice, Rice, Hotdog, Egg, Fresh Fruit	pax	20	180.00	3,600.00				
2	CATERING SERVICE	Food Order: AM + PM Snack + Lunch + Dinner Buffet (July 15, 2024) Menu: AM Snack: Burger with fries + 250 ml bottled softdrink, Lunch: Fish and pork, vegetable, rice, 250 ml bottled water, PM Snack: Egg sandwich + banana lumpia + 250 ml bottled softdrink, Dinner: Rice, vegetable, beef, 250 ml bottled water	pax	20	700.00	14,000.00				
3	CATERING SERVICE	Food Order: Breakfast Buffet (July 16, 2024) Menu: Coffee/Juice, Rice, Corned beef, Egg, Fresh Fruit	pax	20	180.00	3,600.00				
4	CATERING SERVICE	Food Order: AM + PM Snack + Lunch + Dinner Buffet (July 16, 2024) Menu: AM Snack: Burger with fries + 250 ml bottled softdrink, Lunch: Fish and pork, vegetable, rice, 250 ml bottled water, PM Snack: Egg sandwich + banana lumpia + 250 ml bottled softdrink, Dinner: Rice, vegetable, beef, 250 ml bottled water	pax	20	700.00	14,000.00				
5	CATERING SERVICE	Food Order: Breakfast Buffet (July 17, 2024) Menu: Coffee/Juice, Rice, Longganisa, Egg, Fresh Fruit	pax	20	180.00	3,600.00				
6	CATERING SERVICE	Food Order: AM + PM Snack + Lunch + Dinner Buffet (July 17, 2024) Menu: AM Snack: Burger with fries + 250 ml bottled softdrink, Lunch: Fish and pork, vegetable, rice, 250 ml bottled water, PM Snack: Egg sandwich + banana lumpia + 250 ml bottled softdrink, Dinner: Rice, vegetable, beef, 250 ml bottled water	pax	20	700.00	14,000.00				
7	CATERING SERVICE	Food Order: July 5, 2024-Plated lunch: Rice, Baked Rosemary Chicken with Gravy, Buttered veggies, Coffee Jelly, and Bottled soda	pax	16	250.00	4,000.00				

8	CATERING SERVICE	Food Order: July 8, 2024-Plated lunch: Rice, Pork Broccoli in Oyster, Chicken Fingers, Pandan Gelatin, and Bottled soda	pax	16	250.00	4,000.00			
9	CATERING SERVICE	Food Order: July 12, 2024-Plated lunch: Rice, Korean Pork BBQ with stir-fry bean sprouts, Fruits, and Bottled soda	pax	8	250.00	2,000.00			
10	CATERING SERVICE	Food Order: July 26, 2024-Plated lunch: Rice, Pork Mushroom in Oyster Sauce, Veggies, Coffee Jelly, and Bottled soda	pax	8	250.00	2,000.00			
11	CATERING SERVICE	Food Order: July 22, 2024-Plated lunch: Rice, Baked Rosemary Chicken with Gravy, Buttered veggies, Coffee Jelly, and Bottled soda	pax	8	250.00	2,000.00			
12	CATERING SERVICE	Food Order: July 29, 2024-Plated lunch: Rice, Pork Broccoli in Oyster, Chicken Fingers, Pandan Gelatin, and Bottled soda	pax	8	250.00	2,000.00			
<b>Purpose: Food for Meeting &amp; Training</b>						<b>TOTAL ABC</b>	<b>88,800.00</b>		
								<b>TOTAL QUOTED AMOUNT IN WORDS:</b>	

Reviewed and Checked By: Lea C. Gonzalez  
BAC, TWG

Please quote at your government price (including VAT) and state that the time within which you can make delivery will be appreciated if we can have your FRITZ RIE ANNE C. TAJARAN 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 1 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 representatives.

**Requirements for Suppliers (GPPB Resolution No. 21-2017)**

REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement-	Negotiated Procurement-	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Exclusive	Negotiated Procurement-
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: \_\_\_\_\_  
 Position: \_\_\_\_\_

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