



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

Request for Quotation/ Bid Form (Technical Specifications)  
Director's Office, Institute of Agricultural and Biosystems Engineering, CEAT

UPLB BAC SECRETARIAT  
BY: Jam DATE: 7/31  
AUG 05 2024  
UPLB-RQ- 7-084-24-I-10am  
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

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

Date: \_\_\_\_\_  
Fund Code: RF9375400  
MOP: COMPETITIVE BIDDING  
Contact No: (049)536-8745 email: rbqo2@up.edu.ph  
Contact Person: Riza B. Go

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		Branded and Brand New Acrylic Sheet color: Blue, Size: 4' x 8' x 3mm	pc	1	10,000.00	10,000.00				
2		Branded and Brand New Acrylic Sheet Clear, size: 4' x 8' x 3mm	pc	1	10,000.00	10,000.00				
3		Branded and Brand New Adjustable Hanging Wires Ceiling Sign Hanger Billboard Wire Rope Cable Hanging Wire	set	2	150.00	300.00				
4		Branded and Brand New Baby roller, 4" polyester refill	pc	8	45.00	360.00				
5		Branded and Brand New Baby roller, 4" polyester with handle	pc	4	50.00	200.00				
6		Branded and Brand New Door Jamb, Wood. 2x6mm	pc	6	3,200.00	19,200.00				
7		Branded and Brand New Duct Tape, Black, 48mm x 10m	pc	10	100.00	1,000.00				
8		Branded and Brand New Duct Tape, Red, 48mm x 10m	pc	5	100.00	500.00				
9		Branded and Brand New Paint QDE, Choco brown 4L per gallon, premium quality	gal	2	700.00	1,400.00				
10		Branded and Brand New Paint QDE, Silver Gray 4L per gallon, premium quality	gal	2	700.00	1,400.00				
11		Branded and Brand New Paint QDE, White 4L per gallon, premium quality	gal	2	700.00	1,400.00				
12		Branded and Brand New Floor Paint, Rubberized, size: 2 Gallons, color: yellow	gal	2	2,225.00	4,450.00				
13		Branded and Brand New Multi-Purpose Lubricant WD-40 412ml	gal	4	1,875.00	7,500.00				
14		Branded and Brand New Multi-Purpose Lubricant WD-40 412ml	pc	4	450.00	1,800.00				
15	Construction and Hardware Supplies	Branded and Brand New Paint Brush 1" white bristle	pc	5	35.00	175.00				
16		Branded and Brand New Paint Brush 2" white bristle	pc	10	50.00	500.00				
17		Branded and Brand New Brush 4" white bristle	pc	5	120.00	600.00				
18		Branded and Brand New Paint Prime, Lacquer, 4 liters per gallon	gal	3	1,500.00	4,500.00				
19		Branded and Brand New Paint Roller 7" polyester with handle	pc	6	75.00	450.00				
20		Branded and Brand New Paint Roller Tray, material: PVC	pc	4	60.00	240.00				
21		Branded and Brand New Paint White Permacoat Semi-Gloss Latex 4 Liters	gal	1	960.00	960.00				
22		Branded and Brand New PP plastic board size: 4' x 8' x 15mm	pc	2	2,000.00	4,000.00				
23		Branded and Brand New Sand Paper, #100, 23cm x 22 cm	pc	10	20.00	200.00				
24		Branded and Brand New Sand Paper, #120, 23 x 28 cm	pc	10	20.00	200.00				
25		Branded and Brand-New Stainless-steel standoff bolts (assorted sizes) Dimension: 40mm x 25mm. Base Height: 35mm. Weight: 34-36 grams	set	1	5,000.00	5,000.00				
26		Branded and Brand-New Steel Brush, Copper wire. Curved and copper plating wire. Wooden handle	pc	6	80.00	480.00				
27		Branded and Brand New Waste clothes, white, 1kg per bundle. Specifications: Material: Mixed Fabric, Shape: Round, Diameter: 18cm, Color: White	kg	5	120.00	600.00				
28		Branded and Brand New Electrical Tape, 3/4" x 36" per roll	pc	10	60.00	600.00				
29		Branded and Brand New Wood panels, lumber 1x5x12, KD, S4S	pc	5	700.00	3,500.00				
30	Branded and Brand New Wood Stain 4 liters	pc	2	600.00	1,200.00					
						TOTAL ABC	82,715.00			
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

ENGR. REYNY REY D. CAMUS  
BAC TWG

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.

RIZA B. GO  
BUYER/END USER

**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 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.
3. Delivery period within 30 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.

**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					
5 Income / Business tax returns (except for government agencies as lessor)		FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 500K
6 Omnibus Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 500K
7 NFCC for Infrastructure with ABC above P1500k		/			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. : \_\_\_\_\_

Signature over Printed Name of Position: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date: \_\_\_\_\_