



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

UPLB BAC SECRETARIAT
 BY: _____ DATE: 7/11/24
 JUL 09 2024 - 10AM
 UPLB-RQ- 7-192-24-GOODS
DEADLINE OF SUBMISSION

UPLB-RQ-
DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: June 20, 2024
 Fund Code: 9323012
 MOP: NP53.9 SVP
 Contact No: ppsccluplb@up.edu.ph
 Contact Person: CHARLOTTE D. BILLONES

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 SERVICES	CATERING SERVICES Food for PPSCC Training on July 26 - August 2, 2024 Breakfast: 1 fish, 1 meat, 1 egg, rice, fruits, juice Plated/Assisted buffet set up, complete table wares, linens and waiters.	pax	150	180.00	27,000.00				
2	CATERING SERVICES	CATERING SERVICES Food for PPSCC Training on July 26 - August 2, 2024 Lunch: 3 choices of viand (fish/chicken/pork/vegetable) + rice + fruits/desserts + drinks PM Snacks: Pasta & pastries + drinks Plated/Assisted buffet set up, complete table wares, linens and waiters.	pax	150	350.00	52,500.00				
	Additional specifications:	Must have a cafeteria inside UPLB campus. With food tasting. Must have a very satisfactory rating for the services made during trainings.								
						79,500.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By: ANA G. YEANGELISTA
 BAC TWO

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.

JAYBEE M. PUNZALAN
 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 7 calendar days.