



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 FOOD SCIENCE AND TECHNOLOGY

UPLB BAC SECRETARIAT
BY: _____ DATE: 7/12/24
JUL 16 2024 - ^{7:12} 10AM
UPLB-RQ- 7-315-24-GOODS
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: July 11, 2024
Fund Code: 2139001
MOP: Small Value Procurement
Contact No: 09153636995
Contact Person: Waranuch T. Lapitan / wtlapitan@up.edu.ph

Please quote your lowest price on the item/s listed below, subject to the General Conditions below.

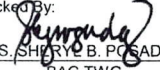
Note:

- 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>
		Purpose: Catering services for Monthly Meetings, IFST Execom Meeting and CAFS Testimonial for 3rd Qtr Procurement 2024. Charged to 2139001.								
1	Catering Services	AM Snacks and Lunch for the month of July 2024, Package 3: Assisted Buffet for 1 meeting/month	pax	60	350.00	21,000.00				
		AM Snack includes:								
		Pansit Palabok								
		Maja Blanca								
		Cucumber Lemonade								
		Lunch includes:								
		Baked tahong								
		Chicken Tinola								
		Banana								
		Rice								
		Cucumber Lemonade								
2	Catering Services	AM Snacks and Lunch for CAFS Testimonial, August 2024 Package 3: Assisted Buffet for 1 meeting/month	pax	200	350.00	70,000.00				
		AM Snack includes:								
		Spaghetti								
		BBQ								
		Cucumber Lemonade								
		Lunch includes:								
		Beef Bulalo								
		Chicken Inasal								
		Banana								
		Rice								
		Cucumber Lemonade								
3	Catering Services	AM Snacks and Lunch for IFST Execom Meeting for Q3, Package: Assisted Buffett for 1 meeting/month October 2024	pax	25	350.00	8,750.00				
		AM Snack includes:								
		Siopao								
		Siomai								
		Cucumber Lemonade								
		Lunch includes:								

	Pork Caldereta								
	Lumpia with Egg Wrap								
	Banana								
	Rice								
	Cucumber Lemonade								
TOTAL ABC					99,750.00				
						TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:


 MS. SHERRY B. PASADAS
 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.


 MARIA CRISSELLE Y. PASUQUIN
 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 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	/	/	/	/	/
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: _____

Tel. No. : _____

Fax No. : _____

Signature over Printed

Name of Representative: _____

Email Address: _____

Position: _____

Date: _____