



UNIVERSITY OF THE PHILIPPINES

LOS BANOS

Los Banos, IV-A

VAT Reg. TIN: 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications)

UPLB BAC SECRETARIAT  
 BY: \_\_\_\_\_ DATE: 7/1/24  
 JUL 05 2024 - TIL 10AM  
 UPLB-RQ- 7-239-24-RES  
 DEADLINE OF SUBMISSION

UPLB-RFQ-  
 SESAM-UPLB  
 DEADLINE OF

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

Date: June 18, 2024  
 Fund Code: N932991  
 MOP: Shopping  
 Contact No: mmamante@up.edu.ph  
 Contact Person: Ma. Ericha Amante

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
- 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-
- 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	Catering Services	<b>Meal - (Plated) Breakfast</b> (Day1) Steamed white rice, egg and tocino and unlimited brewed coffee & service water (Day2) Steamed white rice, egg and bangus and unlimited brewed coffee & service water (Day3) Steamed white rice, egg and bangus and unlimited brewed coffee & service water	pax	105	180.00	18,900.00				
2	Catering Services	<b>Package 2 (Plated) AM + PM Snack + Lunch + Dinner</b> <b>AM Snack</b> (Day1) Baked macaroni, garlic bread, lemon iced tea and service water (Day2) Spaghetti, garlic bread, lemon iced tea and service water (Day3) Malabon, garlic bread, lemon iced tea and service water  <b>Lunch</b> (Day1) Steamed white rice, Beef in Creamy Mushroom Sauce, Kangkong & Tofu in Oyster Sauce, Coffee Jelly, sago't gulaman and service water (Day2) Steamed white rice, Beef Kaldereta, Chopsuey, Buko pandan, sago't gulaman and service water (Day3) Steamed white rice, Beef Stroganoff, pakbet, mango, sago't gulaman and service water  <b>PM Snack</b> (Day1) Pansit bihon, turon, pineapple juice and service water (Day2) Pansit Bam-i, sinukmani, pineapple juice and service water (Day3) Palabok, pitci-pitchi, pineapple juice and service water  <b>Dinner</b> (Day1) Steamed white rice, Chicken bbq, buttered veggies, fruits, cucumber juice and service water (Day2) Steamed white rice, Chicken adobo, lumpiang gulay, fruits, cucumber juice and service water (Day3) Steamed white rice, Chicken afritada, chopsuey, fruits, cucumber juice and service water	pax	105	700.00	73,500.00				
<b>TOTAL ABC</b>						<b>92,400.00</b>	<b>PHP</b>			

TOTAL QUOTED AMOUNT IN WORDS:

Note to supplier: Inclusion of tables and chairs; crew that will serve during the event

Tentative date: July 23-25, 2024

Venue: UPLB

Purpose: Meals for Project SARAI Integration Training Workshop on the use of CL-SEAMS

Reviewed and Checked By:

SHERYL B. POSADAS  
 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

*DECIBEL Y. FAUSTINO-ESLAVA, Ph.D.*  
**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
3. Delivery period within 14 calendar days.
4. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions 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 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 \_\_\_\_\_

Position: \_\_\_\_\_

Tel. No. : \_\_\_\_\_

Fax No. : \_\_\_\_\_

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

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