



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

Request for Quotation/ Bid Form (Technical Specifications)
CENTER FOR THE ADVANCEMENT OF TEACHING AND LEARNING

UPLB BAC SECRETARIAT
BY: _____ DATE: July 18/24

JUL 22 2024 - TIL 10AM

UPLB-RQ- 7-247-24-GOODS
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF
SUBMISSION:

Suppliers Name: _____


Date: July 17, 2024
Fund Code: 9390700
MOP: SYP
Contact No: 536-8689
Contact: MARILOU L. MERCADO

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>	QUOTE D UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>(Leave this space blank. For BAC/ Evaluators only)</small>
1	CATERING SERVICES	Package 1: AM+PM+Lunch (Plated/Assisted Buffet or Packed) Day 1 August 5, 2024 AM SNACK Macaroni Soup, Empanada, 240ml bottled Juice LUNCH Rice, Cream of mushroom, Chicken Pandan, Menudo, Sliced watermelon, 240ml bottled Buko-lychee juice PM SNACK Lasagna, Ham and Cheese roll, 290 ml bottled Soda	pax	75	450.00	33,750.00				
2		Package 1: AM+PM+Lunch (Plated/Assisted Buffet or Packed) Day 2 August 6, 2024 AM SNACK Baked Macaroni, Garlic Bread, 240ml bottled Juice LUNCH Rice, Rellenong Bangus, Fried lumpiang togue, Pork hamonado, Mushroom soup, Brownies, 290ml bottled Soda PM SNACK Turon Halo-halo, Mais con yelo	pax	75	450.00	33,750.00				
3		Package 1: AM+PM+Lunch (Plated/Assisted Buffet or Packed) Day 3 August 7, 2024 AM SNACK Suman, hot chocolate LUNCH Rice, Beef w/ broccoli, Fresh lumpia, Chicken Pastel, Fruit Salad, 290ml bottled Soda PM SNACK Carbonara, Brownies, 290ml bottled Soda	pax	75	450.00	33,750.00				
4		Package 1: AM+PM+Lunch (Plated/Assisted Buffet or Packed) Day 4 August 8, 2024 AM SNACK Lugaw, Tokwa't baboy, Coffee LUNCH Rice, Buffalo Wings, Smothered Porkchop, Vegetable Samosa, Mango Tapioca, 240ml bottled Juice PM SNACK Pancit Bam-i, Apple and Peach Turon, 240ml bottled Juice	pax	75	450.00	33,750.00				
5		Package 1: AM+PM+Lunch (Plated/Assisted Buffet or Packed) Day 5 August 9, 2024 AM SNACK Chicken Wonton Soup, Puto alsa, Coffee LUNCH Rice, Crispy kare-kare, Chicken Inasal, Banana, 240ml bottled Juice PM SNACK	pax	75	450.00	33,750.00				
6		Rental of Tables and Chairs	lot	1	18750.00	18,750.00				
For the Training-workshop on SEMINAR ON TEACHING Total ABC						187,500.00				
Note: Bidder must have an existing canteen/stall inside the UPLB Campus PLATED/ASSISTED BUFFET with FREE flowing of water/coffee/tea							TOTAL QUOTED AMOUNT IN WORDS:			


 2024-390
ELJOHN D. BATAS
 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.


BEVERLY R. PABRO
 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 **14** calendar days.
4. Award of contract shall be made to the lowest quotation wch complies with the technical specifications, and other terms and conditon 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	Negotiated Procurement- Lease of Real Property or Venue (Section	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Exclusive Technology and Media	Negotiated Procurement- Emergency
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 500K
6 Omnibus Sworn Statement	/	FOR ABC'S ABOVE 50K	/	/	FOR ABC'S ABOVE 50K
7 NFCC for Infrastructure with ABC above Ph500k	/	/	/	/	FOR ABC'S ABOVE 500K

After having carefully read and accepted your General Conditions, I/We quote you on the Item at prices noted above.

Name of the Company: _____ Tel. No. : _____
 Address: _____ Fax No. : _____
 Signature over _____ Email Address: _____
 Printed Name of _____ Date: _____
 Position: _____