



UNIVERSITY OF THE PHILIPPINES
LOS BANOS
Los Banos, IV-A
VAT Reg. TIN: 000-864-006-00004
Request for Quotation/ Bid Form (Technical Specifications)
COLLEGE OF ECONOMICS & MANAGEMENT - OFFICE OF THE DEAN

UPLB BAC SECRETARIAT
BY: _____ DATE: 7/19/24
JUL 23 2024 - 10AM
UPLB-RO-7-256-84-GOODS
UPLB-RO-7-256-84-GOODS
DEADLINE OF SUBMISSION
SUBMISSION: _____

Suppliers Name: _____

Date: July 18, 2024
Fund Code: 9390130
MOP: Small Value Procurement
Contact No: 536-4750
Contact Person: Ms. Ana G. Evangelista

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

- Note:
1. 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.
 2. Price quotation/s to be denominated in Philippine Peso shall include all taxes, duties, and/ or levies payable.
 3. 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.
 4. Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase order (P.O.).
 5. Quotations exceeding the Approved Budget for Contract shall be rejected.
 6. Documentary requirements per Memorandum No. 03 Series of 2017 shall be attached upon submission of the quotation
 7. 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 how the detailed technical specifications of their offer against each of the individual parameters of each requirements</small> | QUOTED UNIT PRICE | TOTAL QUOTED PRICE | EVALUATION (Leave this space blank. For BAC Evaluators only) |
|--|--------------------------|--|-----------------|-----|--|---|--|--------------------------------------|--------------------|--|
| SUPPLY, DELIVERY AND INSTALLATION OF DOORS FOR CEM SECRETARY'S OFFICE | | | | | | | | | | |
| 1 | | Aluminum Glass Door with aluminum door jamb 2"x4"x0.90m W x 2.10m with complete accessories Door closer and lock including installation | set | 1 | 20,000.00 | 20,000.00 | | | | |
| 2 | | Steel Accordion Sliding Door 1.50m W x 2.40m H including installation with complete accessories with bearing 1" Ø | set | 1 | 35,000.00 | 35,000.00 | | | | |
| 3 | | Labor for the replacement of wood panel door to aluminum glass door of CEM OCS, including dismantling and chipping of existing, cleaning, hauling, conveying and disposal of debris and unwanted materials to approved and designated location | lot | 1 | 26,000.00 | 26,000.00 | | | | |
| TOTAL ABC | | | | | | 81,000.00 | | | | |
| | | | | | | | | TOTAL QUOTED AMOUNT IN WORDS: | | |

Reviewed and Checked By:

Donny 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.

Ana Evangelista
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 which complies with the technical specifications, and other terms and condition stated herein
 5. UPLB reserves the right to select 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 | Shipping (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 Artists 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 |
| 6. Omnibus Sworn Statement | / | FOR ABC'S ABOVE 50K | / | / | FOR ABC'S |
| 7. NPCC for Infrastructure with ABC above Ph500k | / | / | / | / | FOR ABC'S |

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 Printed Name of Representative: _____
Postmarked 6 June 2018/ JOINT BAC RESOLUTION NO. R-006-18

Tel. No. : _____
Fax No. : _____
Email Address: _____
Date: _____