

UNIVERSITY OF THE PHILIPPINES

LOS BANOS

Los Banos, IV-A

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

Request for Quotation/ Bid Form (Technical Specifications)
CEAT-OFFICE OF THE COLLEGE SECRETARY

UPLB BAC SECRETARIAT

BY: _____ DATE: 8/2/24

AUG 06 2024 - TIL 10AM

UPLB-RQ- 8-257-24-GOODS

DEADLINE OF SUBMISSION

UPLB RQ

DEADLINE OF
SUBMISSION:

Suppliers Name: _____

Date

July 01, 2024

Fund Code:

9390132

MOP:

Small Value Procurement

Contact No:

9985566874

Contact Person

Marilyn E. Tonio

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
- 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	Lunch Packed for UPLB Commencement on August 3, 2024 (Chicken/Pork ,Rice & bottled water 350 ml)	pax	12	80.00	960.00				
2		Snacks for Freshman Orientation on August 19, 2024 (1 pc Sliced Cake of various flavors /Cheesy Ensaymada 75-80 g net wt. from a commercially known bakeshop,individually pack and with best before and nutrition fact markings together with address and contact infor of the company on the packaging) & Coke/Royal/Sprite 190 ml)	pax	540	80.00	43,200.00				
3		Lunch Packed for Pre-Freshman Orientation on August 19, 2024 (Pork with creamy sauce, Fresh Lumpia,buco pandan & bottled water 350 ml) ;AM/PM Packed Snacks for Pre-Freshman Orientation on Aug. 19, 2024 (Baked Macaroni with garlic toast bread & bottled water 350 ml)	pax	25	260.00	6,500.00				
4		Lunch/Dinner Packed for Post-Freshman Orientation (Chicken BBQ,Rice, Chopsuey,saging & bottled water 350 ml)	pax	15	180.00	2,700.00				
LUMP SUM AWARD					TOTAL ABC	53,360.00				
Note: Service provider must have food stall inside the UPLB campus							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By

Lea E. Gonzales

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

MERLYN E. TONIO

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.
- Delivery period within **14** 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: _____

Signature over Printed Name: _____

Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____