



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

Request for Quotation/ Bid Form (Technical Specifications)
BIOTECH-IMMUNOLOGY LABORATORY

UPLB BAC SECRETARIAT
BY: [Signature] DATE: 8-9-24
AUG 13 2024
UPLB-RQ- 8-290-24-60003
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: August 10, 2024
Fund Code: 8271400
MOP: Small Value Procurement
Contact No: 9066281449
Contact Person: Lorna U. Manalo/Ladilyn Abrigo

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: _____

RFQ for PR No.: 162935 Printing services Q3- July 2024

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>
1	Printing services	Printing of Biotechnology for Agriculture & Forestry booklets: Size - 6 x 8", colored, 50 pages including cover pages, C2S 220 gsm (Cover pages), Book 80gsm (inside pages)	pc	1,000	70.50	70,500.00				
2	Printing services	Printing of Biotechnology for Food, Feed, Specialty, & Natural Products booklet: Size - 6 x 8", colored, 50 pages including cover pages, C2S 220 gsm (Cover pages), Book 80 gsm (inside pages)	pc	1,000	60.00	60,000.00				
3	Printing services	Printing of BIOTECH biofertilizers brochure: Size - 7.5 x 17.80", colored, tri-fold, C2S 120 gsm	pc	2,000	15.50	31,000.00				
4	Printing services	Printing of BIOTECH technologies brochure: Size - 7.5 x 17.80", colored, tri-fold, C2S, 120 gsm	pc	2,000	15.50	31,000.00				
5	Printing services	Printing of Food Brochures (Monascus Red), colored, tri-fold, C2S paper, 11 x 8.5 inches, colored, tri-fold, C2S, 120 gsm	pc	300	15.50	4,650.00				
6	Printing services	Printing of Food Brochures (Proculant Dairy), tri-fold, C2S paper, letter size, colored, 120 gsm	pc	300	15.50	4,650.00				
7	Printing services	Printing of Food Brochures (Proculant Sauerkraut), trifold, C2S paper, letter size, colored, 120 gsm	pc	300	15.50	4,650.00				
8	Printing services	Printing of Food Brochures (BIOTECH Microbial Rennet), two-fold, C2S paper, 11.69x8.27 in, colored, 120 gsm	pc	300	15.50	4,650.00				
9	Printing services	Printing of Food Brochures (Animal Probiotics), tri-fold, C2S paper, letter size, colored, 120gsm	pc	300	15.50	4,650.00				
10	Printing services	Printing of Hydropon Brochures, 216mm x 297mm, trifold, C2S paper, colored, 120 gsm	pc	150	15.50	2,325.00				
Reviewed and Checked By: _____						TOTAL ABC	218,075.00	TOTAL QUOTED AMOUNT IN WORDS:		
ANDREW P. LICARDO BAC/1WG										

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.

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 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.

[Signature]
LORNA U. MANALO/SOPHIA MERCADO

REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 53.9)	Negotiated Procurement- Lease of Real Property or Venue (Section	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 _____

Email Address: _____

Representative: _____

Position: _____

Date: _____