

UNIVERSITY OF THE PHILIPPINES  
LOS BANOS  
Los Banos, IV-A  
VAT Reg. TIN: 000-864-006-000004



Request for Quotation/ Bid Form (Technical Specifications)  
OVCRE- National Institute of Molecular Biology and Biotechnology (BIOTECH)

**UPLB BAC SECRETARIAT**  
BY:                      DATE: 8-21-24  
                                           
AUG 27 2024  
UPLB-RQ- 8 - 2415 - 24 - P25  
DEADLINE OF SUBMISSION

UPLB-RQ-                     

DEADLINE OF SUBMISSION:                     

Suppliers Name:                       
                      
                      
Date August 8, 2024  
Fund Code: NR41647  
MOP: Shopping  
Contact No: 9703499397  
Contact Person John Michael Lapitan

                      
                    

- 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 Suppliers must state here the detailed technical specifications of their offer against each of the	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC/ Evaluators only)
1	Acid burette	Branded and brand new Acid Burette, material: borosilicate glass, with stopper, 50mL capacity	pc	2	1,170.00	2,340.00				
2	Thermometer	Branded and brand new Alcohol Thermometer, -10 to 150°C capacity, 12" long, 10 pcs/box	box	1	2,100.00	2,100.00				
3	Base burette	Branded and brand new Base Burette, material: borosilicate glass, with stopper, 50mL capacity	pc	2	891.00	1,782.00				
4	Beaker	Branded and brand new Beaker, material: borosilicate glass, 1L capacity	pc	5	780.00	3,900.00				
5	Beaker	Branded and brand new Beaker, material: borosilicate glass, 250mL capacity	pc	10	550.00	5,500.00				

6	Beaker	Branded and brand new Beaker, material: polypropylene, autoclavable, 2L capacity	pc	6	500.00	3,000.00			
7	Beaker	Branded and brand new Beaker, material: polypropylene, autoclavable, 5L capacity	pc	4	1,900.00	7,600.00			
8	Pipette	Branded and brand new Glass Pipette, 10mL capacity, 12 pcs/box	box	1	7,200.00	7,200.00			
9	Graduated cylinder	Branded and brand new Graduated Cylinder, material: borosilicate glass, 100mL capacity	pc	5	800.00	4,000.00			
10	Graduated cylinder	Branded and brand new Graduated Cylinder, material: borosilicate glass, 250mL capacity	pc	2	1,300.00	2,600.00			
11	Laboratory sealing film	Branded and brand new Laboratory Sealing Film, semi-transparent, 4" width, 125 ft. long	box	2	2,500.00	5,000.00			
12	Nitrile gloves	Branded and brand new Nitrile Gloves, size: large, ambidextrous, non-sterile, 100pcs. box	box	3	350.00	1,050.00			
13	Pipette tips	Branded and brand new Pipette Tips, yellow tips, 1 - 200uL capacity, 1000pcs/pck	pck	10	500.00	5,000.00			
14	Pipette tips	Branded and brand new Pipette Tips, blue tips, 100 - 1000uL capacity, 1000pcs/pck	pck	10	750.00	7,500.00			
<b>TOTAL ABC</b>						<b>58,572.00</b>	<b>TOTAL QUOTED AMOUNT IN WORDS:</b>		

Reviewed and Checked By:

MR. JOHN CARLOS PACIA  
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.



**JOHN MICHAEL LAPITAN**  
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 **30** 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 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 (GPBB Resolution No. 21-2017)**

	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: \_\_\_\_\_

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

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

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

Signature over Printed Name of Representative: \_\_\_\_\_

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

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