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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 - ICOPED

UPLB BAC SECRETARIAT
BY: *[Signature]* DATE: 09/24/24

OCT 01 2024 10am

UPLB-RQ-9-337-24-60005

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DEADLINE OF
SUBMISSION:

Suppliers Name: _____

Date: September 24, 2024
Fund Code: 9375400
MOP: Small Value Procurement
Contact No: 544-5200
Contact: JOHN PAOLO M. OPULENCIA

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 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 | PLATED MEALS for RTD & NATIONAL SYMPOSIUM Dinner Only: Rice+Chicken/Pork+Vegetables, dessert, and 290 ml softdrinks Oct 13, 2024 | pax | 75 | 250.00 | 18,750.00 | | | | |
| 2 | CATERING SERVICES | PLATED MEALS for RTD & NATIONAL SYMPOSIUM Breakfast Only: Rice+Chicken/Pork w/ egg and 250 ml orange juice Oct. 14, 2024 | pax | 75 | 180.00 | 13,500.00 | | | | |
| 3 | CATERING SERVICES | PLATED MEALS for RTD & NATIONAL SYMPOSIUM Package 2: AM+PM Snacks, Lunch and Dinner: AM Snacks: Burger+Drinks Lunch: Rice+Chicken/Pork+Vegetables, dessert, and 290 ml softdrinks PM Snacks: Pasta+Drinks Dinner: Rice+Chicken/Fish+Vegetables, dessert, and 290 ml softdrinks Oct 14, 2024 | pax | 125 | 700.00 | 87,500.00 | | | | |
| 4 | CATERING SERVICES | PLATED MEALS for RTD & NATIONAL SYMPOSIUM PM Snacks Only: Burger+Drinks Oct. 14, 2024 | pax | 202 | 120.00 | 24,240.00 | | | | |
| TOTAL ABC | | | | | | 143,990.00 | | | | |
| | | | | | | TOTAL QUOTED AMOUNT IN WORDS: | | | | |

Reviewed and Checked By:

[Signature]
ANA VERONICA G. EVANGELISTA
BAC TWO

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.

[Signature]
JOHN PAOLO M. OPULENCIA
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 duration 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 representatives.

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 (Section 53.11) | 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 NFC C for Infrastructure with ABC above P500K | / | / | / | / | 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: _____

Address: _____

Tel. No. : _____

Fax No. : _____

Signature over Printed

Name of

Representative: _____

Email Address: _____

Position: _____

Date: _____