

SEP 16 2024 10am

UPLB-RQ- 9-377-24-253
DEADLINE OF SUBMISSION



UNIVERSITY OF THE PHILIPPINES

LOS BANOS

Los Baños, IV-A

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

Request for Quotation/ Bid Form (Technical Specifications)
IRNR_CFNRR

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name:

Date: September 09, 2024

Fund Code: N93062A

MOP: Shopping

Contact No: 8554008539

Contact Person: Nel Angela R. Orenciana

Please quote your lowest price on the items listed below, subject to the General Conditions below.

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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 quotations 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 <small>(Suppliers must state how the offered technical specifications of their offer agrees with or the indicated parameters of each requirement)</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>(Leave this space blank. For BAC/Evaluators only)</small>
1	Catering Services	AM SNACK – Tuna Sandwich and 240ml bottled juice ; LUNCH Rice, Crispy Fish Fillet with Tartar Sauce, Stir Fry Bokchoy, Dessert: (Bars) Mineral Water 350ml ; PM SNACKS – pancit and 240ml juice; Packed for 40 pax training in Davao City on September 23, 2024	pax	200	492.00	98,400.00				
2		AM SNACK – Burger and 240ml bottled juice ; LUNCH Rice, Buttered Chicken, Bam-I, Dessert: (Bars) Mineral Water 350ml, PM SNACKS – spaghetti and 240ml juice; Packed for 40 pax training in Davao City on September 24, 2024								
3		AM SNACK – Egg Sandwich and 240ml bottled juice ; LUNCH - Rice, Chicken Inasal, Pancit Bihon Guisado, Dessert: (Bars), Mineral Water 350ml, PM SNACKS – carbonara and 240ml juice; Packed for 40 pax training in Davao City on September 25, 2024								
4		AM SNACK – Marmmon and 240ml bottled juice ; LUNCH -Rice, Sweet & Sour Fish Fillet Bam-I, Dessert: (Bars) Mineral Water 350ml or Softdrink ; PM SNACKS – Baked Macaroni and 240ml juice; Packed for 40 pax training in Davao City September 26, 2024								
5		AM SNACK – Pimiento Sandwich and 240ml bottled juice ; LUNCH - Rice, Beef Picadillo Canton Guisado, Dessert: (Bars) Mineral Water 350ml; PM SNACKS – pancit palabok and 240ml juice; Packed for 40 pax training in Davao City on September 27, 2024								
TOTAL ABC						98,400.00				

Note: Lumpsum award

TOTAL QUOTED AMOUNT IN WORDS:

Reviewed and Checked By:

[Signature]
LEO C. GONZALES
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.

[Signature]
Nel Angela R. Orenciana
BUYER/END-USER

TERMS AND CONDITIONS:

- Price quotations shall be valid for a period of at least (03) 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 awarded 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 1 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 inducements, awards, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.

Requirements for Suppliers (GPPS Resolution No. 21-2017)

REQUIREMENTS	Shopping	Negotiated	Negotiated	Negotiated Procurement	Negotiated
1 Mayor's Business Permit	/	/	/	/	/
2 PROEPS Registration Number	/	/	/	/	/
3 Professional license/ CV (consulting services)					
4 PCAB License (for Infrastructure)					
5 Income / Business tax returns (except for government agencies as bidder)		FOR ABC'S ABOVE 100K	/	/	FOR ABC'S ABOVE 50K
6 Ombuds Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 50K
7 NCC for Infrastructure with ABC above 1000K					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 of Representative: _____

Position: _____

Tel. No.: _____

Fax No.: _____

Email Address: _____

Date: _____