



UNIVERSITY OF THE PHILIPPINES

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

Request for Quotation/ Bid Form (Technical Specifications)
CVM / DVPS

UPLB-RQ-

DEADLINE OF SUBMISSION:

UPLB BAC SECRETARIAT
BY: [Signature] DATE: 9-25-24
SEP 27 2024 10am
UPLB-RQ- 9-398-24-125
DEADLINE OF SUBMISSION

Suppliers Name:

Date

September 16, 2024

Fund Code:

8276828

MOP:

NP 53.9 Small Value Procurement

Contact No:

09175530206 / 049-572-2086

Contact Person

Saubel Ezrael A. Salamat

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

PR 172235

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.
- 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	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION
1	Transportation and Communication Services Van Rental: UPLB (within campus)	Van rental, UPLB (within campus) October 9-12 (1 trip each) For shuttle service of speakers, facilitators, & participants of UPLB-CVM REDCap Workshop 2024 • With OR/CR, Comprehensive Insurance, Trip Ticket • Includes toll fees and driver's fee	trip	4	2,500.00	10,000.00	Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of each requirements			(Leave this space blank. For BAC/Evaluators only)

7	Transportation and Communication Services Van Rental: UPLB - NAlA (vice versa)	Van rental: UPLB to NAlA (vice versa) Pickup at NAlA: October 9, 2024 (3 trips) Pickup at UPLB: October 12, 2024 (3 trips) To pick up and drop off speakers, facilitators, & participants of UPLB-CVM REDCap Workshop 2024 • With OR/CR, Comprehensive Insurance, Trip Ticket. • Includes toll fees and driver's fee	trip	6	5,000.00	30,000.00				
TOTAL ABC						94,500.00				
TOTAL QUOTED AMOUNT IN WORDS:										

Reviewed and Checked By:


DONNY REY D. CAMUS
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.


SABEL EZRAEL A. SALMAT
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 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 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 Representative:

Email Address:

Position:

Date: