

UPLB BAC SECRETARIAT  
 BY: gntm DATE: 19 Oct. 2024  
 OCT 23 2024 10:00AM  
 UPLB-RQ-10-421-24-600BS  
 DEADLINE OF SUBMISSION



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

Request for Quotation/ Bid Form (Technical Specifications)  
 CEAT OFFICE OF THE DEAN (CEAT DO)

UPLB-RQ- \_\_\_\_\_

DEADLINE OF \_\_\_\_\_

Suppliers Name: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date: Oct.10.2024  
 Fund Code: 9370100  
 MOP: for Small Value  
 Contact No: 049-253-8366/ 09772875890  
 Contact Person: RUSELLEN BARAQUIO  
Procurement

PR # 174974

Note: Please quote your lowest price on the item/s listed below, subject to the General Conditions below.

- 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
- 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 <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>
	CATERING SERVICE	Food Order: Buffet Package 3 (AM Snacks- lugaw w/ egg and tokwat baboy, coffee and bottled water, Lunch-rice, chicke/pork viand, kani salad, mixed fruits and iced tea, PM Snacks- cheese burger and softdrinks sakt0  for November2024	pax	200	450.00	90,000.00				
TOTAL ABC						90,000.00				
NOTE: Bidder/Supplier must have a physical store within the UPLB campus										
Reviewed and Checked By: <u>LEA C. GONZALES</u> BAC-TWIS							TOTAL QUOTED AMOUNT IN WORDS: _____			

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  
RUSELLEN BARAQUIO  
 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
- Delivery period within 5 calendar days.
- Award of contract shall be made to the lowest quotation wch complies with the technical specifications, and other terms and conditon 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 intiated 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 contractors as listed)	/	FOR ABC'S ABOVE 50K	/	/	FOR ABC'S ABOVE 50K
6 Omnibus Sworn Statement	/	FOR ABC'S ABOVE 50K	/	/	FOR ABC'S ABOVE 50K
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: \_\_\_\_\_