



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

UPLB BAC SECRETARIAT
BY: *[Signature]* DATE: 19 Oct. 2024
OCT 23 2024 10:00 AM
UPLB-RQ- 10-422-24 Groups
DEADLINE OF SUBMISSION

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: 9390132
MOP: _____
Contact No: 049-253-8366/ 09772875890
Contact Person: RUSELLEN BARAQUIO

**For Small Value
Procurement**

PR# 174768

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.
- 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: Packed Package 3 (Lunch-rice, chicken/pork viand, veggies, banana, bottled water 350ml, PM Snacks, Pancit, puto, softdrinks saktto size. (PAC meeting November 20224)	pax	175	260.00	45,500.00				
	CATERING SERVICE	Food Order: Packed Package 3 (AM Snacks-clubhouse sandwich, softdrinks saktto size, Lunch-rice, chicken viand, veggies, banana, bottled water 350ml (Palarong UPLB 2024)	pax	600	260.00	156,000.00				
	CATERING SERVICE	Food Order: Packed Package 3 (AM Snacks-pasta, garlic bread and softdrinks saktto, Lunch-rice, chicken viand, veggies, banana, bottled water 350ml (CEAT Committee meetings, visitors Nov2024)	pax	175	260.00	45,500.00				
NOTE: For LOT AWARD, Bidder/Supplier must have a physical store within the UPLB campus										
TOTAL ABC						247,000.00				
								TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked By: *[Signature]*
LEA C. GONZALES
BAQ TWG

[Signature]
RUSELLEN BARAQUIO
BUYER/ END USER

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

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 wich 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 initiated by you or any of your duly authorized representative/s.

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 employment or benefits)		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: _____
Position: _____

Email Address: _____
Date: _____