



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

Request for Quotation  
UPLB Digital Innovation Center

UPLB BAC SECRETARIAT  
BY: Jan M. DATE: 19 Oct. 2024  
OCT 23 2024 10:00 AM  
UPLB-RQ-10-423-24 GOODS  
DEADLINE OF SUBMISSION

UPLB-RQ-  
DEADLINE OF SUBMISSION:

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

Date: September 16, 2024  
Fund Code: 5383510  
MOP: Competitive Bidding  
Contact No: 9919141495  
Contact Person: Wilermie D. Hernandez  
**For Small Value Procurement**

PR# 169472

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 how 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	<b>Airconditioning Unit</b>	Branded and Brand New 1.5 HP Full DC Inverter-type, Window-type Airconditioning Units with Cooling Capacity 12,000 KJ/Hr, EER 12.40 KJ/hW, Power Input 968 Watts, 230 Volts 60 Hz, 1 Phase Current 8 max Amps, Noise Level 48 dB Unit Dimension (H x W x D) 646x560x655mm, Refrigerant R32, Wireless Remote Control and Attach Certificate of Warranty One Year on Parts and Services, 5 Years on Compressor. Note: 3 AC Units have existing frames to be used upon installation	un	5	45,000.00	225,000.00					
<b>TOTAL ABC</b>						<b>225,000.00</b>					
					TOTAL QUOTED AMOUNT IN WORDS: Two Hundred Thirty Thousand, Six Hundred Eighty-four Pesos only		TOTAL QUOTED AMOUNT IN WORDS:				

Reviewed and Checked By:

ENGR. JON NELL BERNARDO  
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.

Wilermie D. Hernandez  
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 extended warranty (if applicable) in the case of NON-EXPENDABLE SUPPLIES after acceptance by End-user of the delivered supplies.
- Delivery period within 30 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 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 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 100K
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: \_\_\_\_\_ Tel. No.: \_\_\_\_\_  
Address: \_\_\_\_\_ Fax No.: \_\_\_\_\_  
Signature over Printed Name of Representative: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Position: \_\_\_\_\_ Date: \_\_\_\_\_