



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

Request for Quotation/ Bid Form (Technical Specifications)  
IRNR, CFNR

**UPLB BAC SECRETARIAT**  
BY: *[Signature]* DATE: 28-10-24  
NOV 05 2024 10am  
**UPLB-RQ-10-432-24-6005**  
**DEADLINE OF SUBMISSION**

**UPLB-RQ-  
DEADLINE OF  
SUBMISSION:**

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

Date: **October 28, 2024**  
Fund Code: **8203122**  
MOP: **Small Value Procurement**  
Contact No: **bhugat@up.edu.ph**  
Contact Person: **Beth Zaida H. Ugat**

PR: 170311

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, 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 (PHP)	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>
1	Abney handlevel	Branded and brand new Abney handlevel; Approximately 8 x 6 x 2.2 inches; With adjustable graduated arc; Spirit level moves in conjunction with graduated arc; Interchangeable arc faceplates in increments of degrees or topographic scale; Measures both Minutes and degrees for slopes and grades; Graduated 0 to ±90°, 0 to ± 100% on arc , vernier reads to 10'; With at least 1-year warranty on parts and services; Delivery period: Within 30 calendar days upon receipt of NTP; Sealed and contained in a box upon delivery	set	10	15,000	150,000				
<b>TOTAL ABC</b>						<b>150,000</b>				
								<b>TOTAL QUOTED AMOUNT IN WORDS:</b>		

Reviewed and Checked By:

*[Signature]*  
**ENGR. ARIEL U. GLORIOSO**  
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]*  
**MS. MIRELLA KATRINA B. KATIMBANG**  
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	Negotiated	Negotiated	Negotiated	Negotiated
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 500K

6	Omnibus Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE
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: \_\_\_\_\_

Signature over Printed Name of Representative: \_\_\_\_\_

Position: \_\_\_\_\_

Tel. No. : \_\_\_\_\_

Fax No. : \_\_\_\_\_

Email Address: \_\_\_\_\_

Date: \_\_\_\_\_