



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

Request for Quotation/ Bid Form (Technical Specifications)  
**BIOTECH-OVCRE-UPLB**

**UPLB BAC SECRETARIAT**  
BY: 13 DATE: 28-10-24  
NOV 04 2024 10am  
**UPLB-RQ-10-492-24-RES**  
**DEADLINE OF SUBMISSION**

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

Date: 10-18-2024  
Fund Code: N7-028-47  
MOP: Small Value Procurement  
Contact No: 09063813152/09066281449  
Contact Person: JOHN PAULO QUITORIANO/LORNA U.

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

Pr # 174606

- 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
  - 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: \_\_\_\_\_

RFQ for PR No.: 174606 Photography Services

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>
1		Event production and live streaming of CHEDlebration Opening and Closing Ceremonies, and Plenary Sessions for five days	lot	1	300,000.00	300,000.00				
		<b>8 hours live streaming -National Biotechnology Week Facebook Page</b> -AVP / Presentation playback -Full Coverage HD Recording -Tech Assistance & Director -On the Day Tech Rehearsal  - Camera: 3 full HD camera <b>Includes:</b> Cameraman 3 tripod, SDI/HDMI cables, Wireless Transmitter Wi-fi connection  - Internet: 1 5G CPE router, 1 back-up LTE router, Lan cable  - 1 extra laptop (for zoom or presentation) & lots of extensions cords  <b>Duration: November 25 to 29 2024</b>								
					<b>TOTAL ABC</b>	<b>300,000.00</b>				
					<b>TOTAL QUOTED AMOUNT IN WORDS:</b>					

*Please see attached terms of reference*

Reviewed and Checked By:

**ANDREW P. LICARDO**  
BAC /WVG

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

Lorna U. Manalo/John Paulo Quitariano  
**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
- Delivery period within 14\_ 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 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: \_\_\_\_\_  
Signature over Printed \_\_\_\_\_  
Position: \_\_\_\_\_

Tel. No. : \_\_\_\_\_  
Fax No. : \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Date: \_\_\_\_\_