



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: 12-21-24
NOV 06 2024 10am
UPLB-RQ- 10 - 1118-24-DES
DEADLINE OF SUBMISSION

Suppliers Name: _____

Date: October 28, 2024
Fund Code: N936822
MOP: NP-53.9 SMALL VALUE
Contact No: 993176418
Contact Person: Romana Alyssa D. Mastrili

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

PH 175633

ote:

- 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 APPROXIMATED SUBTOTAL OF THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	OFFERED SPECIFICATION <small>Proposer must add to the related technical specifications of their offer against each of the indicated parameters of each requirements</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>Submit this section blank. For BAC/Evaluators only</small>
1	Catering Services	Meals for training workshop on November 18, 2024 Plated/ Assisted Buffet AM Snack + Lunch + PM Snack AM Snack: sandwich/burger-pasta/pansit-bottled water; Lunch: rice-meat (pork/chicken/fish)-veggies-mixed fruits-bottled juice, PM Snack: sandwich/burger-pansit/pasta-bottled water;	pax	250	882.00	220,500.00				
		Meals for training workshop on November 19, 2024 Plated/ Assisted Buffet AM Snack + Lunch + PM Snack AM Snack: sandwich/burger-pasta/pansit-bottled water; Lunch: rice-meat (pork/chicken/fish)-veggies-mixed fruits-bottled juice, PM Snack: sandwich/burger-pansit/pasta-bottled water;								
		Meals for training workshop on November 20, 2024 Plated/ Assisted Buffet AM Snack + Lunch + PM Snack AM Snack: sandwich/burger-pasta/pansit-bottled water; Lunch: rice-meat (pork/chicken/fish)-veggies-mixed fruits-bottled juice, PM Snack: sandwich/burger-pansit/pasta-bottled water;								
		Meals for training workshop on November 21, 2024 Plated/ Assisted Buffet AM Snack + Lunch + PM Snack AM Snack: sandwich/burger-pasta/pansit-bottled water; Lunch: rice-meat (pork/chicken/fish)-veggies-mixed fruits-bottled juice, PM Snack: sandwich/burger-pansit/pasta-bottled water;								
		Meals for training workshop on November 22, 2024 Plated/ Assisted Buffet AM Snack + Lunch + PM Snack AM Snack: sandwich/burger-pasta/pansit-bottled water; Lunch: rice-meat (pork/chicken/fish)-veggies-mixed fruits-bottled juice, PM Snack: sandwich/burger-pansit/pasta-bottled water;								
Note: The training will be held on Boracay Island, Aklan.						220,500.00				
TOTAL QUOTED AMOUNT IN WORDS:										

Reviewed and Checked By: [Signature]
ELJOHN D. BATAS
BAC TAG

[Signature]
ANALYN CODILAN
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 in the office as soon as possible

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.
- 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	Negotiated Procurement- Lease of Real	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Exclusive Technology and	Negotiated Procurement
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	/	/	FOR
6 Omnibus Sworn Statement		FOR			FOR
7 NFCC for Infrastructure with ABC above Ph500k		/			FOR

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: _____
Position: _____
Tel. No.: _____
Fax No.: _____
Email Address: _____
Date: _____