



UNIVERSITY OF THE PHILIPPINES

LOS BAÑOS

Los Baños, IV-A

VAT Reg. TIN: 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications)
TYPE END USER/DEPARTMENT UNIT

UPLB BAC SECRETARIAT

BY: [Signature] DATE: 12-03-24

DEC 09 2024 10am

UPLB-RQ-12-559-24-RES

DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name:

Date: November 19, 2024
Fund Code: N8-433-32
MOP: NP - 53.9 SMALL VALUE PROCUREMENT
Contact No: 09750880837
Contact Person: Jerusha Glindro/jbglindro@up.edu.ph

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

Note:

- 1. 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.
2. Price quotation/s to be denominated in Philippine Peso shall include all taxes, duties, and/ or levies payable.
3. 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.
4. Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase order (P.O.).
5. Quotations exceeding the Approved Budget for Contract shall be rejected.
6. Documentary requirements per Memorandum No. 03 Series of 2017 shall be attached upon submission of the quotation
7. Others:

Table with 10 columns: ITEM No., GENERAL NAME OF THE ITEM, REQUIRED SPECIFICATIONS, UNIT OF MEASURE, QTY, ESTIMATED APPROVED BUDGET OF THE CONTRACT, ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT, OFFERED SPECIFICATION, QUOTED UNIT PRICE, TOTAL QUOTED PRICE, EVALUATION. Rows include Beaker (1000 mL, 500 mL, 250 mL, 100 mL), Pipettor (2-10 mL, 1-5 mL, 200-1000 uL), and Plastic wash bottle.

9	Falcon tube	50 mL, 50 pcs/Pack, Plastic Centrifuge Tube w/ Conical Bottom, w/ Graduation, PP Material, Autoclavable, Brand new, Branded	pck	2	1,200.00	2,400.00			
10	Water sampling container	1000 mL, Sterile, Low-Density Polyethylene (LDPE) Material, Lightweight, Brand new, Branded	pc	20	1,500.00	30,000.00			
11	Pipette tips	1 mL, 500 pcs/pack, Brand new, Branded	pck	1	1,500.00	1,500.00			
12	Pipette tips	5 mL, 500 pcs/pack, Brand new, Branded	pck	1	1,500.00	1,500.00			
13	Pipette tips	10 mL, 500 pcs/pack, Brand new, Branded	pck	1	1,500.00	1,500.00			
14	Reagent bottle with screw cap	1000 mL, Clear Media Bottle w/ Screw Cap, Borosilicate Glass, Brand new, Branded	pc	3	750.00	2,250.00			
15	Reagent bottle with screw cap	500 mL, Clear Media Bottle w/ Screw Cap, Borosilicate Glass, Brand new, Branded	pc	4	650.00	2,600.00			
16	Reagent bottle with screw cap	250 mL, Clear Media Bottle w/ Screw Cap, Borosilicate Glass, Brand new, Branded	pc	4	500.00	2,000.00			
17	Gloves	100 pcs/box, Nitrile, Large, Non-sterile, Non-powdered	box	2	385.00	770.00			
18	Filter paper	Whatmann filter paper, 24 x 24 in	pc	6	80.00	480.00			
TOTAL ABC					80,700.00				
						TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:


 Jeny G. Villanueva
 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.


 Jerusha S. Glindro
 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
- Delivery period within 14 calendar days receipt of Purchase Order.
- 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
Name of Representative: _____

Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____