



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

UPLB BAC SECRETARIAT  
 BY: AB DATE: 01-23-25  
 JAN 27 2025 (Date)  
 UPLB-RQ-01-014-25 Goods  
 DEADLINE OF SUBMISSION

Request for Quotation/ Bid Form (Technical Specifications)

UPLBCAFS LGRTS  
 La Granja Research and Training Station  
 Vat Reg TIN: 000-565-915-000

UPLB-RQ-LGRTS 1Q-012

DEADLINE OF SUBMISSION: 20 Mar 2025

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

Date: 04 October 2024  
 Fund Code: RF9304021  
 MOP: Small Value Procurement  
 Contact No: (034) 713-5298 / 0917 504 8770  
 cafs-lgrts.uplb@up.edu.ph  
 Contact Person: MS. EYA C. GUIÑABO

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: Freight on Board Destination point is at La Granja Research and Training Station, La Carlota City, Negros Occidental 6130.

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	Aircon Belt	AIRCON BELT for Toyota Commuter Van	pc	1	550.00	550.00				
2	Aircon Motor	AIRCON MOTOR with free installation for Toyota Commuter Van	un	1	25,000.00	25,000.00				
3	Aircon Switch	AIRCON SWITCH for Toyota Commuter Van	pc	1	1,200.00	1,200.00				
4	Battery 13Plates	BATTERY 13Plates 12Volts maintenance free	pc	1	10,000.00	10,000.00				

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5	Dash Camera	DASH CAMERA mirror front and back video recorder with dual lens and 64GB memory card, 1080P wifi GPS dash cam, wide dynamic range, G-sensor, 3 channel records, color night, 10" IPS mirror touch screen, 450mAh built-in battery, 12V-24V 2A power	set	1	3,500.00	3,500.00				
6	Exterior Tire	EXTERIOR TIRE road log, size: 6.50x14	pc	2	3,500.00	7,000.00				
7	Exterior Tire	EXTERIOR TIRE, size: 7.00xR15	pc	2	6,000.00	12,000.00				
8	Exterior Tire with Interior Tire	EXTERIOR WITH INTERIOR TIRE, front tire 380x70 R24	set	1	35,000.00	35,000.00				
9	Fan Belt	FAN BELT #AV-1325-3674243	pc	1	900.00	900.00				
10	Fan Belt	FAN BELT, 3400-13x990	pc	1	550.00	550.00				
11	Fuel Filter	FUEL FILTER #FC158	pc	1	900.00	900.00				
12	Grease Gun Assembly	GREASE GUN ASSEMBLY	pc	1	2,500.00	2,500.00				
13	Grease Gun Flexible Nozzle Fitting	GREASE GUN FLEXIBLE NOZZLE FITTING	pc	1	600.00	600.00				
14	Headlight Assembly	HEADLIGHT ASSEMBLY for Toyota Hi-Lux Pickup	pc	1	5,000.00	5,000.00				
15	Hydraulic Filter	HYDRAULIC FILTER S-76643	pc	1	5,750.00	5,750.00				
16	Hydraulic Ram O-Ring Kit	HYDRAULIC RAM O-RING KIT	set	1	7,500.00	7,500.00				
17	Interior Tire	INTERIOR TIRE, size: 7.00xR15	pc	2	4,000.00	8,000.00				
18	Mechanical Door Window	MECHANICAL DOOR WINDOW for Toyota Hi-Lux Pick-Up	set	4	3,000.00	12,000.00				
19	O-Ring Control Valve	O-RING CONTROL VALVE WITH SPRING	pc	1	3,800.00	3,800.00				

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20	O-Ring Kit Power Assist	O-RING KIT POWER ASSIST	pc	2	2,200.00	4,400.00				
21	Oil Filter	OIL FILTER #VIC101	pc	1	1,000.00	1,000.00				
22	Pin Spacer	PIN SPACER	pc	4	480.00	1,920.00				
23	Ram Cylinder O-Ring	RAM CYLINDER O-RING	set	1	1,500.00	1,500.00				
24	Seat Cover	SEAT COVER, cotton fabric, color: Dark Gray for Toyota Commuter Van	set	1	9,000.00	9,000.00				
25	Transmission Oil Seal	TRANSMISSION OIL SEAL #75W90	pc	1	2,000.00	2,000.00				
26	Welding Lens	WELDING LENS #10	pc	3	50.00	150.00				
27	Wheel Rim 6-Hole	WHEEL RIM 6-HOLE, diameter: 14"	pc	2	4,000.00	8,000.00				
28	Wiper Blade 12"	WIPER BLADE, banana type 12"	pc	3	800.00	2,400.00				
29	Wiper Blade 14"	WIPER BLADE, banana type 14"	pc	2	800.00	1,600.00				
<i>Delivery is at La Granja Research and Training Station, La Carlota City, Negros Occidental 6130.</i>										
<b>ITEMIZED AWARD</b>						TOTAL ABC	<b>173,720.00</b>			
***RFQ 2025, Non-Common, Revolving Fund 9304021, LGRTS/CAFS - 1Q VEHICLE PARTS AND ACCESSORIES***								TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked By:

  
**ENGR. JON NEIL L. 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.

  
**MR. MARK JOSEPH T. GARCIA**  
 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 14 calendar days.

4. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and condition stated herein.  
 5. UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.  
 6. 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 500K

**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: \_\_\_\_\_

*Revised 6 June 2018/ JOINT BAC RESOLUTION NO. R-006-18*