



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

Request for Quotation/ Bid Form
Ugnayan ng Pahinungod, UPLB

UPLB BAC SECRETARIAT
BY: *[Signature]* DATE: 03-28-25
135
APR 02 2025 *dam*
UPLB-RQ-03-104-25-600ds
DEADLINE OF SUBMISSION

UPLB-RQ-
DEADLINE OF

Suppliers Name: _____

Date: March 6, 2025
Fund Code: 9151015
MOP: JSP
Contact No: (049) 536-3292
Contact Person: RUTH O. CALILUNG

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

PN# 2025-03-01480

- 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
 - 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	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		Catering Services for Catering for LIKAS: Ecological Youth Camp writeshop and module modification Packed Lunch - Rice, Honey-butter glazed, chicken wings, Pinakbet, Sliced, watermelon, 500ml Bottled water May 5, 2025	pax	75	180.00	13,500.00				
2		Catering for SINAG: Youth Development and Empowerment Packed Lunch - Rice, Chicken cordon bleu, Mixed vegetables, Banana 500ml Bottled water May 14, 2025	pax	147	180.00	26,460.00				
3	Catering Services	Catering for Vol Training Day 1- Plated/Buffer Package 2: AM Snacks - Pansit bihon, Turonitos, juice PM Snacks - Carbonara, Garlic bread, 500ml soda Lunch - Rice, Pork humba, Stir fry beans, Sliced watermelon cucumber lemonade Dinner - Rice, Sweet and sour pork Lumpia in egg wrapper, Coffee jelly juice May 19, 2025	pax	60	700.00	42,000.00				
2		Catering for Vol Training Day 2- Plated/Buffer Package 2: AM Snacks - Mac and cheese, Brownies, juice PM Snacks - 3 layers chicken sandwich Soda saktó Lunch - Rice, Chicken bbq, sayote w/ sotanghon, Banana, pineapple juice Dinner - Rice, Garlic butter fish fillet, Buttered veggies, Ponkan, apple juice May 20, 2025	pax	60	700.00	42,000.00				
Supplier with food stall in UPLB can join						TOTAL ABC	123,960.00			
								TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked By: *[Signature]*
SHERYL B. PCSADAS
BAC TWG

[Signature]
RUTH O. CALILUNG

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

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
- Delivery period within 7 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 Name _____

Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____