



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

Request for Quotation/ Bid Form (Technical Specifications)  
INSTITUTE OF BIOLOGICAL SCIENCES/ MBB OFFICE

**UPLB BAC SECRETARIAT**  
BY: BS DATE: 03-03-25  
**MAR 07 2025** <sup>10am</sup>  
**UPLB-RQ-03-110-25-RES**  
**UPLB RQ**  
**DEADLINE OF SUBMISSION**  
DEADLINE OF SUBMISSION:

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

Date: February 17, 20125  
Fund Code: N9-372-23  
MOP: SVP  
Contact No: 9354119404  
Contact Person: marabon@up.edu.ph

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

*PR 2025-03-02970*

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


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 SAC/ Evaluators only)</small>
<b>Laboratory Supplies</b>										
1	Parafilm	Thermoplastic film, non-sterile, WxL: 10 cm x 38 cm/roll	roll	1	3,500.00	3,500.00				
2	Petridish	Petri dish, polystyrene, dia. 90 mm x 15 mm, 1 room/3 vents, 10 pcs/polybag, 50 x 10 pcs/carton. E. O. Sterile	box	4	12,000.00	48,000.00				
3	Autoclavable Plastic	PP plastic bag 12 x 18 inches, 100 pcs/pack, autoclavable, 0.002 thickness	pack	4	250.00	1,000.00				
4	Autoclavable Plastic	PP plastic bag 4 x 6 inches, 100 pcs/pack, autoclavable, 0.002 thickness	pack	9	200.00	1,800.00				
5	Pipette tips	Disposable pipette tips, 0.1-10 uL, clear, 1000 pcs/pack	pack	3	1,450.00	4,350.00				
6	Pipette tips	Disposable pipette tips, 20-200 uL, yellow, 1000 pcs/pack	pack	4	700.00	2,800.00				
7	Pipette tips	Disposable pipette tips, 100-1000 uL, blue, 1000 pcs/pack	pack	4	900.00	3,600.00				
8	Examination Gloves	Examination gloves, nitrile vinyl, powder-free, large size, 100 pcs/box	box	4	400.00	1,600.00				
9	Examination Gloves	Examination gloves, nitrile vinyl, powder-free, medium size, 100 pcs/box	box	4	400.00	1,600.00				
10	Examination Gloves	Examination gloves, nitrile vinyl, powder-free, small size, 100 pcs/box	box	5	400.00	2,000.00				
11	Tubes	15 ml conical tubes, 50 pcs/pack	pack	4	1,000.00	4,000.00				
12	Centrifuge Tubes	1.5 ml centrifuge tubes, 500 pcs/pack	pack	3	1,000.00	3,000.00				

13	Centrifuge Tubes	2.0 ml centrifuge tubes, 500 pcs/pack	pack	3	1,000.00	3,000.00			
14	Tubes	50 ml conical tubes, 25 pcs/pack	pack	3	1,000.00	3,000.00			
15	PCR Strip Tubes	PCR strip tubes 0.2 ml, 8-tube strips w/cap, 1000 pcs/pack	pack	5	2,000.00	10,000.00			
16	Forcep	Bayonet forceps 12" stainless steel,	pc	3	300.00	900.00			
17	Syringe	Sterile syringe filter, 0.22 uM MCE membrane 25mm diameter, 100 pcs per box	box	1	4,150.00	4,150.00			
18	Syringe	Sterile disposable syringe, 25 mL, 100 pcs per box	box	2	500.00	1,000.00			
19	Scalpel Blade	Scalpel blade #22, 100 pcs per box	box	1	500.00	500.00			
20	Scalpel Blade	Scalpel blade #11, 100 pcs per box	box	1	500.00	500.00			
21	Spatula	Micro spatula, stainless steel	pc	2	600.00	1,200.00			
22	Beaker	1000 mL, glass beaker	btl	1	1,000.00	1,000.00			
23	Liquid Nitrogen	Liquid Nitrogen, 25 L / cylinder, high purity, industrial grade inclusive of handling fee and vat	cyl	13	3,000.00	39,000.00			
<b>TOTAL ABC</b>						<b>141,500.00</b>			
							TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked By:

  
**MARYNOLD V. PURIFICACION**  
 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.

  
**Nikka Joy J. Manangkil**  
 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 30 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 initialed by you or any of your duly authorized representatives.

**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 53.8)	Negotiated Procurement- Emergency (Section 53.2)
1 Mayor's/Business Permit	/	/	/	/	/
2 PhilCEPS 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: \_\_\_\_\_

Tel. No. : \_\_\_\_\_

Fax No. : \_\_\_\_\_

Signature over Printed Name of Representative: \_\_\_\_\_

Email Address: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_