



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

UPLB BAC SECRETARIAT
BY: *[Signature]* DATE: 03-21-25
MAR 25 2025^{100m}
UPLB-RQ- 03-147-25-RES
DEADLINE OF SUBMISSION

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

UPLB-RQ- _____
DEADLINE OF _____

Suppliers Name: _____

Date: March 14, 2025
Fund Code: N602725
MOP: SVP
Contact No: 9603421313
Contact Person: rtgempara@up.edu.ph

PK NO. 04904

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
- 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
- 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 | ESTIMATED TOTAL APPROVED BUDGET OF THE | OFFERED SPECIFICATION Suppliers must state here the detailed technical specifications of their offer against each of the | QUOTED UNIT PRICE | TOTAL QUOTED PRICE | EVALUATION (Leave this space blank. For BAC/ Evaluators) |
|---|--------------------------|---|-----------------|--------|---------------------------------------|--|---|-------------------|--------------------|---|
| | Catering Services | Package 1 (plated: AM snack, Lunch and PM Snack). Day 1 - March 25, 2025 AM snack (clubhouse sandwich with del monte canned juice), LUNCH (Rice, Pot Roast Beef with stir fry vegetable and chicken and 250 ml bottled juice), and PM snack (Pasta with brownies and 290 ml soft drink) Day 2 - March 26, 2025 AM snack (clubhouse sandwich with del monte canned juice), LUNCH (Rice, Pot Roast Beef with stir fry vegetable and chicken and 250 ml bottled juice), and PM snack (Pasta with brownies and 290 ml soft drink) Day 3 - March 27, 2025 AM snack (Chicken Macaroni soup with puto cheese and 350 ml bottled water), LUNCH (rice, beef sinigang, Bacolod Inasal with 300 ml fruits juice water) and PM snack (Kutsinta and turones with 350 ml bottled water) Day 4 - March 28, 2025 : AM snack (Chicken Lomi and pandesal with cheece and 290 bottle water), LUNCH (rice, beef broccoli, chicken parmigiana with 290 ml soda), and PM snack (Sotanghon with maja blanca and c2 solo) Day 5 - March 31 : AM snack (clubhouse sandwich and fries with soda 190 ml), LUNCH (Rice, Beef caldereta, grilled chicken with stir fry vegetable, coffee jelly and 290 ml bottled water) and PM snack (chicken alfredo with cream puff and 190 ml soda) | lot | 475.00 | 450.00 | 213,750.00 | | | | |
| TOTAL ABC | | | | | | 213,750.00 | | | | |
| With Provisions: The supplier must have a physical store within the 1 km distance from the venue (UPLB Math Building). | | | | | | | | | | |

Reviewed and Checked By: *[Signature]*
SHERYL PONDAS
BAC/TWG

Please quote at your government price (including VAT) and state that the time within which you can make delivery will be appreciated if we can have

[Signature]
RONIE Z. GEMPARA
BUYER/ END-USER

TERMS AND CONDITIONS:

1. Price quotation/s shall be valid for a period of at least (30) calendar days from the date of submission.
2. 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.
3. 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 conditions 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 | Negotiated | Negotiated | Negotiated Procurement- | Negotiated |
|---|----------|------------|------------|-------------------------|------------|
| 1 Mayor's/Business Permit | / | / | / | / | / |
| 2 PhilGEPS Registration Number | / | / | / | / | / |
| 3 Professional license/ CV (consulting) | | / | | / | |
| 4 PCAB License (for Infrastructure) | | / | | | |
| 5 Income / Business tax returns (except for | | FOR ABC'S | / | / | FOR |
| 6 Omnibus Sworn Statement | | FOR ABC'S | | | FOR |
| 7 NFCC for Infrastructure with ABC above | | / | | | 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 Printed _____

Position: _____

Tel. No. : _____

Fax No. : _____

Email Address: _____

Date: _____