



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

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

UPLB BAC SECRETARIAT  
BY: Jan DATE: 4/28/2025  
APR 28 2025  
UPLB-RQ- 4-032-25-1-100m  
DEADLINE OF SUBMISSION  
UPLB-RQ-

DEADLINE OF  
SUBMISSION:

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

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

Fund Code: \_\_\_\_\_

8250123

MOP: \_\_\_\_\_

COMPETITIVE BIDDING

Contact No: \_\_\_\_\_

536-9259

Contact Person \_\_\_\_\_

Michelle Felismino

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: \_\_\_\_\_

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	Airconditioning System	Brand new 3.0 TR (4 HP) FULL DC Inverter type Ceiling Mounted Split Type Air-Conditioning Unit with Rated Cooling Capacity (12,050,38,000 KJ/hr. Power Input 695-3,500 watts EER 17.3 KJ/W-hr) Power Source, 230 Volts, 60 Hz, 1 Phase, Running Current (18 Max Amps), Refrigerant R410 Pipe Diameter liquid side 3/4" Gas side 1" O.D. Wireless Remote Control, attached certificate of warranty. (LABOR AND MATERIALS)	un	2	187,791.75	375,583.50				
		A) Layout and Installation of Fabricated Angle Bar 3/16" x 1 1/2" Thickness, Pre-painted Primer Epoxy (gray) for FCU and ACCU								
		B) Mounting and Installation of Air Conditioning units FCU and ACCU with Rubber Pad Support								
		C) Chipping and Plastering of concrete, Etc.								
		D) Layout and Installation of Drainage Pipeline using PVC 3/4" Diameter (Elson Blue)								
		E) Layout and Installation of Electrical PVC (Neltex) Including Power and Transmission Wiring from FCU to ACCU using 3.5mm <sup>2</sup> including grounding line.								
		F) Layout and Termination of Electrical Wiring 5.5mm <sup>2</sup> and liquid tight flexible conduit from ACCU to 50 amp. Circuit Breaker NEMA 3R Enclosure (1 meter from ACCU)								
		G) Layout and Installation of Hard Drawn Copper Pipe 1/2" O.D. And 3/8" O.D. Type - L with Rubber Insulation 1" thickness from FCU to ACCU including Vinyl tape Insulation over the ceiling.								
		H) Leak Testing and Correction, System Flushing and Vacuuming								
		I) Refrigerant Charging and Start Up with Commissioning								
		J) Attach Certificate of Warranty and FREE 1 General Cleaning before the end of 1 year warranty.								
TOTAL ABC						375,583.50				
Airconditioning System DHUM/CAS 8250123							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By: \_\_\_\_\_

JOHN CLINTON M. BALATAZO  
BAC AWG

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.

KATRINA ROSS A. TAN  
CHAIR, DHUM

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

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

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

Signature over Printed \_\_\_\_\_

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

Name of \_\_\_\_\_

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

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