



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

Request for Quotation/ Bid Form (Technical Specifications)  
OFFICE OF THE DEAN - COLLEGE OF ARTS AND SCIENCES

**UPLB BAC SECRETARIAT**  
BY: [Signature] DATE: 05-16-25  
**MAY 20 2025** 10am  
**UPLB-RQ-05-163-25-60005**  
**DEADLINE OF SUBMISSION**

UPLB-RQ-\_\_\_\_\_

DEADLINE OF SUBMISSION: \_\_\_\_\_

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

Date: May 05, 2025  
Fund Code: 8265200  
MOP: SMALL VALUE PROCUREMENT  
Contact No: 501 5822  
Contact Person: Zyrille Ruth B. Malabayabas

*PR# 2025-03-04445*

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:

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	video conferencing	branded and brand new group video conferencing system with group expansion microphones for audio-video conferences and 2 head phones  camera features: Motorized pan/tilt/zoom Pan: +/- 90° Tilt: +35°/-45° 10x HD zoom Diagonal FOV: 90° Full HD 1080p at 30fps H.264 UVC 1.5 with SVC Autofocus 5 presets Kensington security slot Tripod thread Mute/unmute LED indicator  remote control: Controls camera speakerphone calls 5 presets IR range: 8.5 m CR2032 battery (included)	set	1	90,000.00	90,000.00				
		speakerphone features: Full-duplex echo cancellation noise reduction ultra-wideband audio Bluetooth/NFC pairing LCD for caller ID LEDs for status tactile buttons for control 5 presets								



		Expansion microphone: Expansion Mics dimension: Height x Width x Depth: 83 mm x 83 mm x 21 mm Weight: 230 g							
		Connection Type: Plug-and-play  Indicator Lights (LED): LED to confirm video streaming, microphone mute, on-hold, and Bluetooth pairing.  Microphone Type: Mono, wideband, noise canceling  Buttons / Switch: Microphone mute							
		Cable length: 2.4 m  headphone: Software Requirements: Sonar - Windows 10 and above GG / Engine - Windows 8.1 and above, Mac OS 10.12 and above speaker drivers: Driver Type - Neodymium Drivers Driver Size - 40 mm headphone specifications: Frequency Response - 20-20000 Hz Sensitivity - 98 dB SPL Total Harmonic Distortion - < 3% Volume Control - On Ear Cup microphone specifications: Frequency Response - 100-6500							

	<p>Hz  Pattern - Bidirectional  Sensitivity - -38 dBV/Pa  Impedance - 2200 Ohm  Location - Retractable  wireless:  Range - 40 ft / 12 m  Battery Life - 30 hours</p> <p>*Complete audio/video conferencing bundle for big rooms:  HD video camera, speakerphone and expansion mics in one affordable package  *Optimized for up to 20 participants: Extended 28 ft. audio range and 90-degree field of view for large group conferences  *Business grade speakerphone and expansion mics: Plug-and-play HD audio allows everyone around the conference table to clearly hear and be heard  *Easy video conferencing: Launch video meetings with a plug-and-play USB connection to a laptop and your video conferencing program of choice  *Razor sharp video: HD 1080p video with autofocus, digital pan/tilt/zoom and premium Zeiss-certified optics  *Compatible with Mac and PC: Conduct video conferences with the familiar computers your people already use. System Requirements: Windows 7, 8, 1 or 10, Mac OS X 10.7 or higher.  *Use your video conference app of choice: Works with most UC, video conferencing and cloud communication apps  *Professional-grade certifications: Optimized for Microsoft Lync 2013; Certified for Skype for Business; Cisco Jabber and WebEx compatible</p> <p>warranty: 1 year on parts and services</p>								
<b>TOTAL</b>								<b>90,000.00</b>	TOTAL QUOTED AMOUNT IN WORDS:

Reviewed and Checked By: ANDREW P. LICARDO  
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.

ZYRILLE RUTH B. MALABAYABAS  
BUYER/END-USER

**TERMS AND CONDITIONS:**  
1. Price quotations 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 30 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 infractions, assurance, 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 53.8)	Negotiated Procurement- Lease of Real Property or Venue (Section 53.10)	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Enclosure Technology and Media Services (Section 53.6)	Negotiated Procurement- Emergency (Section 53.2)
1 Mayor's Business Permit	/	/	/	/	/
2 PRC/EPB Registration Number	/	/	/	/	/
3 Professional License (if computing 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 PHSU0K		/			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: \_\_\_\_\_