



UNIVERSITY OF THE PHILIPPINES

LOS BANOS

Los Banos, IV-A

VAT Reg. TIN: 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications)
CENTER FOR AGRI-FISHERIES AND BIOSYSTEMS MECHANIZATION (BIOMECH)

UPLB BAC SECRETARIAT
BY: *[Signature]* DATE: 05-26-25
MAY 26 2025 ^{9am}
UPLB-RQ- 05-235-125-RFS
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF
SUBMISSION:

Suppliers Name: _____

Date: _____

Fund Code: _____

MOP: _____

Contact No: _____

Contact Person: _____

N9-318-3A

SMALL VALUE PROCUREMENT

9267702012

Trishia Mae A. Gambosa

tagambosa@up.edu.ph

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:

PR 4 2025-05-06890

ITEM	GENERAL	REQUIRED	UNIT OF	QTY	ESTIMATED	ESTIMATED	OFFERED	QUOTED	TOTAL	EVALUATI
1	Catering Services	MEALS ONSITE Package 1 AM Snacks + Lunch + PM Snacks (Plated) (50 pax) AM Snacks: Pancit Palabok Toasted Bread, Juice or Soft Drinks Lunch: Pork Humba, Traditional Roasted Chicken, Pork Tonkatsu, Sauteed Sitaw, Pumpkin Soup, Fresh Fruit and Drinks PM Snacks - Filipino Style Spag., Toasted Bread Juice or Soft Drinks For the validation workshop on May 26, 2025 at Victorias, Negros Occidental.	lot	1	38,000.00	38,000.00				
2	Catering Services	MEALS ONSITE Package 1 AM Snacks + Lunch + PM Snacks (Plated) (50 pax) AM Snack - Clubhouse Sandwich and 240ml of calamansi Juice Lunch - Sweet and Siur Fish fillet, Buttered Chicken, Rice, Brownies or Butter Scotch and 290 ml of Softdrinks PM Snacks - Carbonara with brownies and 290 ml of softdrinks. For the validation workshop on May 28, 2025 at La Castellana, Negros Occidental.	lot	1	37,461.51	37,461.51				
TOTAL ABC						75,461.51	TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

Janina C. Angeles

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.

Trishia Mae A. Gambosa

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 condition 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 initialed 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 Name
of Representative: _____

Email Address: _____

Position: _____

Date: _____