



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

UPLB BAC SECRETARIAT
BY: Jan DATE: 6/17/2025
JUN 23 2025
UPLB-RQ- 6-059-25-I-10am
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF
SUBMISSION:

Suppliers Name: _____

Date: April 25, 2025
Fund Code: N9B4223
MOP: NP - 53.9 SMALL VALUE PROCUREMENT
Contact No: +63961 968 6627
Contact: Michael Louie R. Urzo

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 Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of each requirements	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC/Evaluators only)
1	Fabrication, supply, delivery, and installation of laboratory enclosure and sliding doors	FABRICATION, SUPPLY, DELIVERY AND INSTALLATION (Mobilization and Delivery Fee is included) 1. Sliding Door-1 [3.048mW x 2.70mH] - 6mm thk. clear float glass sliding type with transom and fixed glass side panel on manufacturer standard sash, provide 1.0mm thk. x 40mm x 100mm close tube aluminum jamb (analok finish), complete with standard top and bottom aluminum door track complete with standard parts, accessories and locking mechanism, pre-fabricated/pre-assembled, per plan. 2. Sliding Door-2 [3.252mW x 2.70mH] - 6mm thk. clear float glass sliding type with transom and fixed glass side panel on manufacturer standard sash, provide 1.0mm thk. x 40mm x 100mm close tube aluminum jamb (analok finish), complete with standard top and bottom aluminum door track complete with standard parts, accessories and locking mechanism, pre-fabricated/pre-assembled, per plan. 3. Vertical blinds for 4 windows approx 1.5 meters in height and 3.0 meters in length, color: white, must be made of fire-proof and water-proof material. Labor for installation, cleaning, clearing, hauling and disposal of unwanted materials to a designated area	lot	1	200,000.00	200,000.00				

2	Fabrication, supply, delivery, and installation of laboratory door	<p>FABRICATION, SUPPLY, DELIVERY AND INSTALLATION (Mobilization and Delivery Fee is included)</p> <p>- E-212 Laboratory Door [0.90m x 2.10m] - wooden flush type single leaf swing door, 44mm thk. Flush hollow core door leaf with 6mm thk. veneered Class A Marine plywood door face on treated kiln dried Tanguile sash framing and with complete standard parts, accessories and locking mechanism. Include door jamb: from 50 mm x 150 mm lock block and from 50 mm x 150 mm treated kiln dried single rabbetted stop jamb, painting works</p> <p>- Electronic door lock which can be unlocked with a number code, IC card (integrated circuit card) with RFID technology, or with the override key, magnetic based locking mechanism.</p> <p>- Engraved, colored, stainless steel name plate for door, containing laboratory name and program title.</p> <p>- Clear acrylic door sign holder, size: 8.3 x 11.7 inches</p> <p>Labor for dismantling of existing door, installation of new door.</p> <p>Labor for cleaning, clearing, hauling and disposal of unwanted materials to a designated area</p>	lot	1	100,000.00	100,000.00					
TOTAL ABC							300,000.00				
							TOTAL QUOTED AMOUNT IN WORDS:				

Reviewed and Checked By:


Princess Lynnette G. Consebido
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.


Lucille C. Villegas
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 with 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 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: _____

Signature over
Printed Name of
Representative: _____
Position: _____

Tel. No.: _____
Fax No.: _____
Email Address: _____
Date: _____