

UPLB BAC SECRETARIAT  
BY: fr DATE: 11-21-25  
**NOV 25 2025** 10am  
UPLB-RQ- 11-651-25-600DS  
DEADLINE OF SUBMISSION



UNIVERSITY OF THE PHILIPPINES  
LOS BAÑOS  
VAT Reg. TIN: 000-864-006-00004  
Request for Quotation/ Bid Form (Technical Specifications)  
College of Human Ecology-Dean's Office

UPLB-RQ-

DEADLINE OF  
SUBMISSION:

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

Date: \_\_\_\_\_  
Fund Code: 9382507 (TOSF-FHE)  
MOP: Small Value Procurement  
Contact No: 09177039593  
Contact Person: Aileen M. Eusebio

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	Industrial Oven	Branded and Brand New Industrial Oven, S/S Range with Oven 4 Burners; Power: 110,000BTU/hour; Dimension: 600x 790x 1070MM Elegant design, 4 adjustable legs, Drip pan is easily removable, easy to clean, precision brass valve, Removak cast iron top grate, Full stainless steel constructed body, Stand by manual lighting holes, Even heat input of 20,000 BTU per burner, Automatic piezo igniter, 1 year Warranty	un	2	112,375.00	224,750.00				
TOTAL ABC						224,750.00				
Reviewed and Checked By: _____						TOTAL QUOTED AMOUNT IN WORDS:				

Ms. Pamela E. Lapitan 759-25  
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.

AILEEN M. EUSEBIO  
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)
- Delivery period within 30 calendar days.
- Award of contract shall be made to the lowest quotation wch complies with the technical specifications, and other terms and conditon 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
6 Omnibus Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE
7 NFCC for Infrastructure with ABC above Ph500k		/			FOR ABC'S ABOVE

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. : \_\_\_\_\_

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

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

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

Representative: \_\_\_\_\_

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

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