



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

Request for Quotation/ Bid Form (Technical Specifications)  
DEPARTMENT OF FOREST BIOLOGICAL SCIENCES-CFNS

UPLB BAC SECRETARIAT  
BY: for DATE: 11-28-25

DEC 02 2025 10AM

UPLB-RQ- 11-681-25-GOODS  
DEADLINE OF SUBMISSION

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

Date: September 24, 2025  
Fund Code: 8203122  
MOP: SMALL VALUE PROCUREMENT  
Contact No: lsdreje@up.edu.ph  
Contact Person: Louie S. Dreje / 0936 9895371

PR NO. 2025-06-08795

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 Suppliers must state here the detailed technical specification of the item after agreement of the individual parameters of each requirements	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC/Evaluators only)
1	YEM AGAR	YEM Agar, 500 mL	btl	1	8,000.00	8,000.00				
9	SILICA GEL	Silica Gel compatible with Licor LI-6400 Portable Photosynthesis System, SILICA GEL DESICCANT SORBEAD ORANGE CHAMELEON 2btl/set	set	1	17,000.00	17,000.00				
10	SODA LIME	Soda Lime compatible with Licor LI-6400 Portable Photosynthesis System, SODA LIME, WET, 6-12 MESH, 450 G, FOR USE IN LI-6400 AND LI-6800 ONLY, 2 btl/set	set	1	17,000.00	17,000.00				
11	CO2 CYLINDER	12 gram CO2 filled Cylinder 25 pcs/box compatible with Licor LI-6400 Portable Photosynthesis System, 4boxes/set	set	1	8,500.00	8,500.00				
TOTAL ABC						<b>50,500.00</b>				
										TOTAL QUOTED AMOUNT IN WORDS:

Reviewed and Checked By:

Please quote at your government price (including VAT) and state 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.

MARILYN S. COMBALICER  
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 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 53.7)
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 ABC5 ABOVE 500K	/	/	FOR ABC5 ABOVE 50K
6. Omnibus Sworn Statement		FOR ABC5 ABOVE 50K			FOR ABC75 ABOVE 50K
7. NFCC for Infrastructure with ABC above Ph500k		/			FOR ABC100 ABOVE 50K

After having carefully read and accepted your General Conditions, 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 \_\_\_\_\_