



UNIVERSITY OF THE PHILIPPINES
LOS BAÑOS
Los Baños, IV-A
VAT Reg. TIN: 000-864-006-00004
Request for Quotation/ Bid Form (Technical Specifications)
END-USER

UPLB BAC SECRETARIAT
BY: for DATE: 11-28-25
DEC 02 2025 10am
UPLB-RQ- 11-687-25-GOODS
DEADLINE OF SUBMISSION
UPLB-RQ-

DEADLINE OF SUBMISSION:

Suppliers Name: _____

Date: September 1, 2025
Fund Code: 9372529
MOP: Small Value Procurement
Contact No: (049)5363414
Contact Person: Marie Cris L. Supleto

2025-10-02399

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.

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: _____

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	Garments and Textiles	Brand New Bedding set for Kingsize bed, Bed Size: approximately 1940(W) x 2100(D) x 1200(H) mm, size of mattress, approximately L-193 cm W- 182 cm, H - 25 cm, 5 in 1 set, includes 1 fitted bedsheet, 2 pcs pillow cases (60x78 cm), quilt cover with comforter, color gray or brown.	set	18	3,500.00	63,000.00				
2	Garments and Textiles	Brand New Bedding set for Double size bed, Bed Size: approximately 1370(W) x 1993.90(D) x 1200(H) mm, size of mattress - approximately L 192 cm, W 118 cm, H 25 cm, 5 in 1 set, includes 1 fitted bedsheet, 2 pcs pillow cases (60x78 cm), quilt cover with comforter, color gray or brown.	set	60	3,500.00	210,000.00				
273,000.00										TOTAL QUOTED AMOUNT IN WORDS:

Bedding sets for transient accommodations at New GS Building.

Reviewed and Checked By:

ANA VERONICA G. EVANGELISTA

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.

Marie Cris L. Supleto

BUYER/ END-USER

TERMS AND CONDITIONS:

1. Price quotation/s shall be valid for a period of at least (14) 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 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 53.8)	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 ABCS ABOVE 500K	/	/	FOR ABCS ABOVE 500K
6 Omnibus Sworn Statement		FOR ABCS ABOVE 50K			FOR ABCS ABOVE 500K
7 NFCC for Infrastructure with ABC above Ph500k		/			FOR ABCS 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.:

Email Address:

Date:

Signature over Printed Name of Position: