



## 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 CROP SCIENCE - CAFSUPLB BAC SECRETARIAT  
BY: [Signature] DATE: 12-09-25  
DEC 09 2025 10am  
UPLB-RQ-12-567-25-RES  
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF

Suppliers Name: \_\_\_\_\_  
\_\_\_\_\_Date: December 02, 2025  
Fund Code: N9-380-21  
MOP: SMALL VALUE PROCUREMENT  
Contact No: 09513096100 | markmarkramos@gmail.com  
Contact Person: Mark Anthony T. Ramos

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.
- 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.
- 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<br><small>Suppliers must state how the detailed technical specifications of their offer against each of the individual provisions of each requirement.</small> | QUOTED UNIT PRICE | TOTAL QUOTED PRICE | EVALUATION<br><small>(Leave this space blank. For BAC/Evaluators only)</small> |
|--------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----|------------------------------------------------|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------|--------------------------------------------------------------------------------|
| 1                        | conical tubes            | 15 ml conical tubes, graduated, screw capped, polypropylene material, sterilized, 50 pcs/pack                                                                                                                                                                                                                                                                                                                                                                                                                              | pack            | 4   | 1,000.00                                       | 4,000.00                                        |                                                                                                                                                                                      |                   |                    |                                                                                |
| 2                        | microcentrifuge tube     | 1.5 ml microcentrifuge tubes, snap cap, polypropylene material, non-sterile, natural color, 500 pcs/pack                                                                                                                                                                                                                                                                                                                                                                                                                   | pack            | 3   | 1,000.00                                       | 3,000.00                                        |                                                                                                                                                                                      |                   |                    |                                                                                |
| 3                        | microcentrifuge tube     | 2.0 ml microcentrifuge tubes, snap cap, polypropylene material, non-sterile, natural color, 500 pcs/pack                                                                                                                                                                                                                                                                                                                                                                                                                   | pack            | 3   | 1,000.00                                       | 3,000.00                                        |                                                                                                                                                                                      |                   |                    |                                                                                |
| 4                        | conical tubes            | 50 ml conical tubes, graduated, screw capped, polypropylene material, sterilized, 25 pcs/pack                                                                                                                                                                                                                                                                                                                                                                                                                              | pack            | 3   | 1,000.00                                       | 3,000.00                                        |                                                                                                                                                                                      |                   |                    |                                                                                |
| 5                        | glass bead sterilizer    | branded and brand new glass bead sterilizer<br>- external size (W*D*H) - approx. 176 x 135 x 249.5 mm<br>- stainless steel lid material<br>- temperature range of 100° to 300°<br>- preheat time: approximately 25 minutes<br>- 1 min-99h59 min/- timing range<br>- 40 mm chamber diameter<br>- 140 mm chamber height<br>- 300g. bead capacity<br>- 5.5 x 5.7 x 8.5 in. outer dimensions<br>- 5.5 lbs (2.5 kg)<br>- AC110/220V±10%, 50/60Hz power supply<br>- inclusion of glass beads (~5 mm)<br>- with one year warranty | unit            | 2   | 50,000.00                                      | 100,000.00                                      |                                                                                                                                                                                      |                   |                    |                                                                                |
| TOTAL ABC                |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                 |     |                                                | 113,000.00                                      |                                                                                                                                                                                      |                   |                    |                                                                                |
| Reviewed and Checked By: |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                 |     | TOTAL QUOTED AMOUNT IN WORDS:                  |                                                 |                                                                                                                                                                                      |                   |                    |                                                                                |

LLOYD EARL L. FLANDEZ  
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

EMMANUEL L. BERNARDO  
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.
- Delivery period within 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 intensions, errors, or overlooking shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.

## Requirements for Suppliers (GPPS Resolution No. 21-2017)

| REQUIREMENTS                                                                | Shipping<br>(Section 52) | Negotiated Procurement: Small Value Procurement<br>(Section 53.9) | Negotiated Procurement: Lease of Real Property or Venue<br>(Section 53.10) | Negotiated Procurement: Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services<br>(Section 53.6) | Negotiated Procurement: Emergency<br>(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 exempt) | /                        | FOR ABC'S ABOVE 500K                                              | /                                                                          | /                                                                                                                         | FOR ABC'S ABOVE 500K                                |
| 6. Omnibus Sworn Statement                                                  | /                        | FOR ABC'S ABOVE 500K                                              | /                                                                          | /                                                                                                                         | FOR ABC'S ABOVE 500K                                |
| 7. NPCC for infrastructure with ABC above Ph500K                            | /                        | /                                                                 | /                                                                          | /                                                                                                                         | FOR ABC'S ABOVE 500K                                |

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 \_\_\_\_\_

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

Tel. No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

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

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