



UNIVERSITY OF THE PHILIPPINES
LOS BANOS

Los Banos, IV-A
VAT Reg. TIN: 000-854-006-00004

Request for Quotation/ Bid Form (Technical Specifications)
FIG-IPB-CAFS

UPLB BAC SECRETARIAT
BY: JS DATE: 12-11-25
DEC 15 2025 10 AM
UPLB-RQ-12-577-25-RES
DEADLINE OF SUBMISSION
UPLB-RQ

DEADLINE OF
SUBMISSION:

Suppliers Name: _____

Date:

November 14, 2025

Fund Code:

N9-366-2A

MDP:

NP - 53.9 SMALL VALUE PROCUREMENT

Contact No:

rsalongkong@up.edu.ph

Contact Person:

Reymuel B. Salongkong

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 quotations 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 HQ 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 only base the offered technical specifications of their offer against each of the individual parameters of each requirement.	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For SAC/ Evaluators only)
1	Amylase	Heat-stable alpha-amylase solution, 10ml, (20000-60000 U/ml)	btl	2	19,000.00	38,000.00				
2	Sodium Dodecyl Sulfite	Sodium Dodecyl Sulfite, >95%, 500g/bottle	btl	1	7,000.00	7,000.00				
3	Sodium Sulfite	Sodium Sulfite: ACS, 500 g/ Bottle, Reagent, Powder,	btl	1	8,000.00	8,000.00				
TOTAL ABC						53,000.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

MARYNOLD PURIFICACION
BAC TWO

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 on the price, soon as possible on or before the deadline stated herein.

REYMUEL B. SALONGKONG
BUYER/ENDORSE

TERMS AND CONDITIONS:

- Price quotations shall be valid for a period of at least (20) 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 awarded for a minimum period of three (3) months, or 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 within 14 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 instructions, measure, or contracting shall be valid only if they are signed or initiated by you or any of your duly authorized representatives.

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

REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 53.8)	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. PCOM license (for infrastructure)	/	/	/	/	/
5. Income / Business tax returns (except for government agencies as lessee)	/	FOR AGENCIES ABOVE 500K	/	/	FOR AGENCIES ABOVE 50K
6. Creditworthiness Statement	/	FOR AGENCIES ABOVE 10K	/	/	FOR AGENCIES ABOVE 100K
7. NTCOC for Infrastructure with ABC above P=500K	/	/	/	/	FOR AGENCIES ABOVE 10K

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: _____