

DEC 09 2025 10am

UPLB-RQ- 12-700-25-GOODS  
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF  
SUBMISSION:

PR 2025-11-



UNIVERSITY OF THE PHILIPPINES  
LOS BANOS  
Los Banos, IV-A  
VAT Reg. TIN: 000-864-006-0004

Request for Quotation/ Bid Form (Technical Specifications)  
OVCCA - UNIVERSITY HEALTH SERVICE

(Supplier's Name) Date

(Supplier's Address) Fund Code:

(Supplier's Contact) MOP:

No/s & Email Address) Contact No:

Contact Person

NOVEMBER 28, 2025

9382511

NP-53.9 Small Value Procurement

[mravena1@up.edu.ph](mailto:mravena1@up.edu.ph)

[ttamisin@up.edu.ph](mailto:ttamisin@up.edu.ph)

Dr. Myla L. R. Avena/Tricia Irlyn

Tamisin

PR 2025-11-14127

Please quote your lowest price on the items 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.
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	REQUERIED SPECIFICATIONS	UNIT OF MEASURE	QTY	ESTIMATED UNIT APPROVED BUDGET OF THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	OFFERED SPECIFICATION SUPPLIER'S QUOTATION (Indicate the technical specifications or other offer regarding each of the individual parameters of each requirements)	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC/Evaluators only)	
1	General Merchandise	Branded and brandnew Tent with scaffolding, 13x 13 - size, color white, heavy duty roofing Tent Outdoor waterproof.	set	2	35,000.00	70,000.00					
2		Branded and brandnew Tent with scaffolding, 20 x 20 - size, color white, heavy duty roofing tent outdoor waterproof.	set	2	60,000.00	120,000.00					
3		Branded and brandnew Monoblock chairs, color yellow, heavy duty and good quality.	pcs	100	370.00	37,000.00					
<b>TOTAL ABC</b>					<b>227,000.00</b>						
TOTAL QUOTED AMOUNT IN WORDS:											

Reviewed and Checked By:

BRENDAN JOHN C. MAGANA  
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

JESSIE IMELDA F. WALDE  
BUYER/ END-USER

**TERMS AND CONDITIONS**

1. Price quotations shall be valid for a period of at least 120 calendar days from the date of submission.
2. In order to consider that quotations, infants shall be accepted 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) years of maintenance**.
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 unsatisfactory or nonconforming to requirements.
6. Any information, clause or enclothing shall be taken into consideration if it is submitted or indicated by you or one of your duly authorized representatives.

**Requirements for Suppliers (GPPB Resolution No. 21-2017)**

REQUIREMENTS	Shipping (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. PhilGAP Registration Number	/	/	/	/	/
3. Professional license - CV/consulting services	/	/	/	/	/
4. PPA/ License due Infrastructure	/	/	/	/	/
5. Income - Business tax return (except for government agencies or local)		FOR ABC'S ABOVE	/	/	FOR ABC'S ABOVE 50K
6. Committee Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 50K
7. ILL CI for Infrastructure with ABC above Ph500k					FOR ABC'S 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

\_\_\_\_\_

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

Address

\_\_\_\_\_

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

Signature over Printed Name of Representative

\_\_\_\_\_

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

Position

\_\_\_\_\_

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