



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

Request for Quotation/ Bid Form (Technical Specifications)
UPMPQ

UPLB BAC SECRETARIAT
BY: for DATE: 12-05-25
DEC 09 2025 10am
UPLB-RQ- 12-705-25-6000D
DEADLINE OF SUBMISSION

Suppliers Name: _____

Date: November 13, 2025
Fund Code: 9302612

MOP: SVP
Contact No.: [cangeles1@up.edu.ph]
Contact Person: JANINA C. ANGELES

11-2025-11-12538

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 quotations 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: _____

Plastic Products PPMP 2025 4th Qrt.

ITEM No.	GENERAL NAME OF THE ITEM	REQUIRED SPECIFICATIONS	UNIT OF MEASURE	QTY	ESTIMATED UNIT APPROXIMATE BUDGET OF THE CONTRACT	ESTIMATED TOTAL ALLOWED BUDGET OF THE CONTRACT	OFFERED SPECIFICATION <small>(Specify item by item the individual requirements of the item and against each of the individual parameters of each requirement)</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>(Leave this space blank. For BAC/Evaluators only)</small>
1	Plastic Products	Soft black plastic pots #15 (cm)	pc	228	40.00	9,120.00				
		Soft black plastic pots #18 (cm)	pc	228	45.00	10,260.00				
		Soft black plastic pots #21 (cm)	pc	228	50.00	11,400.00				
		Soft black plastic pots #24 (cm)	pc	228	55.00	12,540.00				
		Green rubberized pots, #16	pc	23	850.00	19,550.00				
		Green rubberized pots, #14	pc	23	750.00	17,250.00				
TOTAL						80,120.00	TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

PAMELA E. LAPITAN 772-25

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.

JANINA C. ANGELES

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 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 initiated 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 53.2)
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 ABC'S ABOVE 500K		/	FOR ABC'S ABOVE 50K
6 Omnibus Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 500K
7 NFCC for Infrastructure with ABC above Ph500K		/			FOR ABC'S 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.:

Signature over

Printed Name

Position:

Fax No.:

Email Address:

Date: