



UNIVERSITY OF THE PHILIPPINES
LOS BANOS
Los Banos, P.A.
VAT Reg. TIN: 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications)
INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY

UPLB BAC SECRETARIAT
BY: fr DATE: 12-11-25
DEC 15 2025 10am
UPLB-RQ- 12-716-25-6008
DEADLINE OF

Suppliers Name: _____

Date: December 3, 2025
Fund Code: 8250121 (Trust Fund)
MOP: Small Value Procurement
Contract No: 8956408362
Contact Person: enr@up.edu.ph

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 in-lieu 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 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: _____

PAH WAK-09-13118

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 <small>Suppliers must state how the detailed technical specifications of their offer against each of the technical parameters of each requirements</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>(Leave this space blank. For BAC Evaluators only)</small>
1	Laboratory Equipment	Branded and Brand-new Digital Lab Analytical Balance Electronic Precision Scale Scope of application 0-100g Max Measure Weight: 100g Min Measure Weight: 1(mg) Accuracy: 0.001g Working Temperature: 5-40°C Power supply: AC 110V, 60Hz / AC 220V, 50Hz / DC 9V Stable Time: 1s Scale size: φ90mm External Size: 350*215*340mm G.W (N.W.): 9kg (6.8kg) Work Space Height: 240mm Calibration: External cal 1 year warranty	un	5	30,000.00	150,000.00				
		nothing follows								
					TOTAL ABC	150,000.00				
							TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By:

Lloyd Earl L. Flander
BAC TWG

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 in the office as soon as possible on or before the deadline stated herein.

JOHN MATTHEW A. VILLAFLO
BUYER/ END-USER

TERMS AND CONDITIONS:

- Price quotations 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 awarded 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.
- 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 interposition, revision, or overbidding shall be valid only if they are signed or initiated by you or any of your duly authorized representatives.

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

REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 53.9)	Negotiated Procurement- Large of Real Property or Vehicles (Section 53.10)	Negotiated Procurement- Scientific, Scholarship 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 lessee)		FOR BIDS ABOVE \$50K	/	/	FOR BIDS ABOVE \$50K
6. Omnibus Sworn Statement		FOR BIDS ABOVE \$5K			FOR BIDS ABOVE \$50K
7. NPCC for Infrastructure with ABC above PH500K		/			FOR BIDS 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: _____

Signature over Printed: _____

Name of Representative: _____

Position: _____

Tel. No.: _____

Fax No.: _____

Email Address: _____

Date: _____