



UNIVERSITY OF THE PHILIPPINES BAGUIO  
 Governor Pack Road, Baguio City, Benguet, CAR  
 VAT Reg. TIN: 000-864-006-00007  
 Telefax No.: (074) 442-3484  
 email address: spmo.upbaguio@up.edu.ph

**Request for Quotation**

**PROCUREMENT PROJECT: Supply and Delivery of COVID 19 Response Items**

**PR No. 14289 & 14260**

**Approved Budget for the Contract: Php ₱ 110,362.50**

Date: April 23, 2021  
 RFQ No.: 2011  
 MOP: Small Value Procurement

**INSTRUCTIONS:**

1. Accomplish this RFQ correctly and properly. All entries must be typewritten and/ or legibly handwritten.
2. Bidder should attach a copy of the latest Mayor's/ Business Permit, PhilGEPS Registration Number, Omnibus Sworn Statement (for ABCs above Php 50,000.00).
3. Submit your quotation at SUPPLY AND PROPERTY MANAGEMENT OFFICE (SPMO), UNIVERSITY OF THE PHILIPPINES BAGUIO, GOVERNOR PACK ROAD, BAGUIO CITY or you could email your quotation to spmo.upbaguio@up.edu.ph NOT LATER THAN 12:00 NN on 28 April 2021.
4. Failure to follow these instructions will disqualify your entire quotation.
5. PAYMENT: within 30 days from completion and acceptance of delivery.

Please quote at your lowest government price (including VAT) on the item/s listed below, and state the time of which you can make delivery. The statement below shall be the basis for the evaluation and calculation of your quotation.

RODOLFO S. LAYAT, JR.  
 Chief, SPMO

ITEM NO.	GENERAL DESCRIPTION	Compliance with technical specifications (Pls. check)		UOM	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
		YES	NO						
<b>PROCUREMENT PROJECT: Supply and Delivery of COVID 19 Response Items</b>									
1	Alcohol, Isopropyl, 70%			gal	100	₱ 650.00	₱ 65,000.00		
2	Alcohol, Isopropyl, 70%, 500ml			btl	10	₱ 115.00	₱ 1,150.00		
3	Face Mask, 50 pieces, Surgical, 3-ply			box	105	₱ 172.50	₱ 18,112.50		
4	Face Shield, made of acetate materials, full face coverage			pc	200	₱ 25.00	₱ 5,000.00		
5	PPE, re-usable, washable, 2-piece suit (Jacket and pants), Microfiber, water repellent, garterized hood, Zipper front enclosure for jacket, garterized cuffs and pants hem, Free Size: Large to Extra large			set	14	₱ 650.00	₱ 9,100.00		
6	PPE, re-usable, washable, 2-piece suit (Jacket and pants), Microfiber, water repellent, garterized hood, Zipper front enclosure for jacket, garterized cuffs and pants hem, Free Size: Small to Medium			set	20	₱ 600.00	₱ 12,000.00		
Suppliers to indicate the following details to their bid:									
Delivery Period:									
Price Validity:									
							<b>TOTAL:</b>	₱ 110,362.50	
<b>TOTAL QUOTED AMOUNT IN WORDS:</b>									

After having carefully read and accepted your General Conditions, I/We quote you on the Item at prices noted above.

Name of the Company: \_\_\_\_\_ Tel. No. : \_\_\_\_\_  
 Address: \_\_\_\_\_ Fax No. : \_\_\_\_\_  
 Name of Representative: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Position: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_