



**UNIVERSITY OF THE PHILIPPINES BAGUIO**  
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**Request for Quotation**

**PROCUREMENT PROJECT: Supply and Delivery of Weaving Loom with Stand**

**PR No. 14388**

**Approved Budget for the Contract: Php ₱ 63,000.00**

Date: May 12, 2021  
 RFQ No.: 2045  
 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 20 May 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 T. SUYAT, JR. (sgd.)**  
 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 Weaving Loom with Stand</b>									
1	Weaving Loom With Stand			set	30	₱ 2,100.00	₱ 63,000.00			
	SIZE: 450x360x78mm (folded)									
	MATERIAL: Wood									
	INCLUSION: 1 Weaving Loom, 2 Shuttles, 1 Comb, 3 Yarn Bundles, 1 Bundle Nylon Thread									
	PACKAGING: Kraft Box, Canvas Bag with Inabel Patchwork									
	FINISH: Matte, clear finish on loom body stand and accessories									
	SPECIFICS: Detachable stand, Loom fordable to 45°, 60°, 75° and flat.									
	<b>Suppliers to indicate the following details to their bid:</b>									
	Delivery Period: within 30 calendar days									
	Price Validity:									
<b>TOTAL:</b>							<b>₱ 63,000.00</b>			
<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: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_