



UNIVERSITY OF THE PHILIPPINES

BAGUIO

Governor Pack Road, Baguio City, Benguet, CAR

VAT Reg. TIN: **000-864-006-00007**

REQUEST FOR QUOTATION

UPB Office of the Chancellor

Date	<u>JAN. 27 2022</u>
RFQ No.:	<u>2368</u>
MOP:	<u>Small Value Procurement</u>
SOF:	<u>General Fund-01</u>

Please quote your lowest price on the item/s listed below, subject to the General Conditions below, stating the shortest time of delivery and submit your Quotation duly signed by your representative not later than (FEB. 03 2022) in the return envelope attached herewith.

Note:

- All entries must be typewritten or in print.
- Delivery for a minimum period of **30 calendar days**.
- Warranty shall be for a period of **six (6) months** for supplies and materials, **one (1) year** for equipment, from the date of acceptance by the procuring entity.
- Price validity shall be for a period of **90 calendar days**.
- PhilGEPS Registration Certificate** shall be attached upon submission of the quotation (if applicable).
- Bidders shall submit original brochures showing certifications of the product being offered.
- Bidders must indicate the **BRAND and MODEL NUMBER** offered when appropriate.
- Terms of payment **45 days** upon the acceptance delivery of the items.
- Business Permit / Mayor's Permit (yr)**
- Omnibus Sworn Statement** (P50,000 & Above) to be submitted before issuance of Purchase Order
- ITR / Business Tax Return / EPS** Print out
- Management reserves the right to reject outright any contingent bids.

Others:

RFQ for glass partition at the OVCA and Chancellor's Office

GENERAL DESCRIPTION	QTY / UOM	Compliance with technical specifications (Pls. check)		UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	REMARKS
		YES	NO					
Procurement of the Supply, Delivery and Installation of Glass Partition Walls at the OVCA and Chancellor's Office	1 lot			PHP 210,286.13	PHP 210,286.13			
TOTAL					PHP 210,286.13			
TOTAL QUOTED AMOUNT IN WORDS: Two Hundred Ten Thousand Two Hundred Eighty-Six pesos and Thirteen cents								

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.

Canvassed By:

Suyat, Mr. Rodolfo Tabajonda JR.

Tel no.: 074-442-3484
Email: rtsuyat@up.edu.ph

RODOLFO T. SUYAT
ADMINISTRATIVE OFFICER III

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

Name of the Company: _____
Address: _____
Name of Representative: _____
Position: _____
Signature: _____

Tel. No. : _____
Fax No. : _____
Email Address: _____
Date: _____