



UNIVERSITY OF THE PHILIPPINES
BAGUIO

Governor Pack Road, Baguio City, Benguet, CAR
VAT Reg. TIN: 000-864-006-00007

REQUEST FOR QUOTATION
Museo Kordilyera

Date: June 23, 2022
RFQ No.: 2609 PR No.: 16852
MOP: NP - Small Value Procurement

Please quote your lowest price, government price (including VAT), on the item/s listed below, subject to the General Conditions below and stating the shortest time of delivery and submit your Quotation duly signed by your representative not later than 8:00 am, June 29, 2022 in the return envelope attached herewith.

Note:

- 1. Accomplish this RFQ correctly and properly. All entries must be typewritten and/ or legibly handwritten.
2. Delivery for a minimum period of 30 calendar day/s.
3. 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.
4. Price validity shall be for a period of 90 calendar days.
5. 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).
6. 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 bdlumague@up.edu.ph, cc: spmo.upbaguio@up.edu.ph.
7. Bidders shall submit original brochures showing certifications of the product being offered.
8. Bidders must indicate the BRAND and MODEL NUMBER offered when appropriate.
9. Failure to follow these instructions will disqualify your entire quotation.

Others:

Printing of Museo Kordilyera Books

Table with 9 columns: ITEM NO., GENERAL DESCRIPTION, UOM, QTY, Compliance with technical specifications (Yes/No), UNIT PRICE, TOTAL PRICE, QUOTED UNIT PRICE, TOTAL QUOTED PRICE. Row 1: Purchase of books, copies, 200, ₱ 1,330.00, ₱ 266,000.00. Includes details for 'Making Museums Work: A Zero In Handbook' and a section for suppliers to indicate details like Price Validity and Delivery Term.

Signature of RODOLFO T. SUYAT, JR., 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: