



**UNIVERSITY OF THE PHILIPPINES
BAGUIO**
Governor Pack Road, Baguio City, Benguet, CAR
VAT Reg. TIN: 000-864-006-00007

**REQUEST FOR QUOTATION
Office of the Vice Chancellor for Administration**

Date: July 08, 2022
RFQ No.: 2635 PR No. : 16928
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, July 12, 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 days.
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:

Fire Extinguisher Refill Services

ITEM No.	GENERAL DESCRIPTION	UOM	QTY	Compliance with technical specifications (Y/N check)		UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
				YES	NO				
1	Fire extinguisher refill services (dry chemical), 10lbs	cyl	164			₱ 600.00	₱ 98,400.00		
	Scope of work:								
	General services of 164 10lbs fire extinguishers which will include the following:								
	a. Hydrostatic testing to ensure pressure strength;								
	b. Chamber de-rusting;								
	c. Valve checking/resetting, replace if needed;								
	d. Checking of all spare parts, replacement if needed;								
	e. General repairs;								
	f. Pressure recharging;								
	g. Repainting.								
	Refilling of Portable Fire Extinguishers (dry chemicals)								
	Provisions of tags to each cylinder with proper date printed								
	Suppliers to indicate the following details to their bid:								
	Price Validity:								
	Delivery Term:								
							TOTAL: ₱ 98,400.00		
TOTAL QUOTED AMOUNT IN WORDS:									

RODOLFO T. SUWAT, 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:	_____	Tel. No. :	_____
Address:	_____	Fax No. :	_____
Name of Representative:	_____	Email Address:	_____
Position:	_____	Date:	_____
Signature:	_____		_____