



# UNIVERSITY OF THE PHILIPPINES BAGUIO

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## REQUEST FOR QUOTATION (RFQ)

PROCUREMENT PROJECT: Supply and Delivery of Fourth Tranche Rice Subsidy for the University

Purchase Request No.: 18090

Approved Budget for the Contract: Php 197,400.00

Date: **10 November, 2022**

RFQ No.: **2759**

MOP: **NP-SVP**

### INSTRUCTIONS:

- Accomplish this RFQ correctly and completely.
- Bidder should attach a copy of the latest Business Permit, PhilGEPS Registration and Omnibus Sworn Statement.
- Warranty shall be 6 months for supplies and materials, 1 year for equipment from the date of acceptance of the Procuring Entity.
- Submit your quotation at the Supply and Property Management Office, UP Baguio OR may email at [jebagsic@up.edu.ph](mailto:jebagsic@up.edu.ph) and cc: [spmou.upbaguio@up.edu.ph](mailto:spmou.upbaguio@up.edu.ph) with RFQ No. as part of the subject NOT LATER THAN 5:00 PM on 14 November, 2022.
- Price validity shall be for a period of 90 calendar days.
- Bidders must indicate the Brand and Model Number offered when appropriate.
- Failure to follow these instructions will disqualify your entire quotation.

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

**JAMES BENEDICT E. BAGSIC**

OIC, SPMO

ITEM NO.	GENERAL DESCRIPTION	STATEMENT OF COMPLIANCE TO TECHNICAL SPECIFICATIONS (PLEASE CHECK)		UOM	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
		YES	NO						
1	<b>Rice Specification:</b> Locally harvested Dinurado or its equivalent, moisture content:13.5-14.5% 80/20 ratio of whole vs. broken grains, harvested in September to November 2022, well-milled, No blending without any non rice element (per actual sample kept at Procurement Office/SPMO), no impurities, no foul order, soft, tasty and edible even five hours after cooking. PhP2,350 for every pair of sacks (PhP1,175 for every sack)			sck	84	2,350.00	197,400.00		
	<b>Packaging:</b> Sealed in thick blue or yellow plastic sack, with transparent lateral sides printed with supplier's name, weight, type of rice, date milled minimum of 47 kgs, packed into two (2) sacks, worth PhP2,350.								
	<b>Quality Assurance:</b> UP Baguio employee shall conduct an on-the-spot checking of the rice against the sample rice in sachet provided by the supplier. Outright non-acceptance shall be made if rice does not meet the standards per judgement of the employee. A random sampling of the rice delivered will be checked by the UP Baguio BAC. If found not compliant with the set specifications, a penalty oh PhP2,350.00 per pair of sacks shall be imposed on the supplier. This provision shall form part of the contract to be made known to the supplier during the conduct of sealed canvass.								
	<b>Place of Delivery:</b> University of the Philippines Baguio Campus, Governor Pack Road, Baguio City								
	<b>Date of Delivery:</b> 09 December, 2022 at 0900H								
	-xxx Nothing Follows xxx-								
<b>TOTAL: 197,400.00</b>							<b>BID TOTAL:</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: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Name of Representative: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Signature: \_\_\_\_\_

Tel. No. : \_\_\_\_\_  
 Fax No. : \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Date: \_\_\_\_\_