



UNIVERSITY OF THE PHILIPPINES BAGUIO
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Request for Quotation

PROCUREMENT PROJECT: Supply and Delivery of Books for Museo Kordilyera

PR No. 14368

Approved Budget for the Contract: Php ₱ 80,592.75

Date: May 12, 2021
 RFQ No.: 2043
 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 L. SUYAT, JR.
 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							
	PROCUREMENT PROJECT: Supply and Delivery of Books for Museo Kordilyera									
1	A Legal Primer on Managing Museum Collections, (3rd Edition) by Marie C. Malaro, Ildiko DeAngelis			copy	1	₱ 5,038.00	₱ 5,038.00			
2	Collections Management by Anne Fahy			copy	1	₱ 6,818.00	₱ 6,818.00			
3	Conservation Concerns: A Guide for Collectors and Curators by Konstanze Bachmann			copy	1	₱ 1,779.75	₱ 1,779.75			
4	Exhibit Labels: An Interpretive Approach by Beverly Serrell			copy	1	₱ 4,488.00	₱ 4,488.00			
5	Learning from Museums: Visitor Experiences and the Making of Meaning by John H. Falk			copy	1	₱ 4,448.00	₱ 4,448.00			
6	Museum Registration Methods Fifth Edition by Rebecca Buck, Jean A. Gilmore			copy	1	₱ 12,180.00	₱ 12,180.00			
7	Museum, Heritage, and Indigenous Voices by Bryony Oncluil			copy	1	₱ 4,718.00	₱ 4,718.00			
8	Museums and Higher Education Working Together Challenges and Opportunities by Jos Boys, Anne Boddington			copy	1	₱ 4,718.00	₱ 4,718.00			
9	Museums and Silent Objects: Designing Effective Exhibitions by Francesca Monti,			copy	1	₱ 4,718.00	₱ 4,718.00			
10	Preventive Conservation in Museums by Chris Caple			copy	1	₱ 6,598.00	₱ 6,598.00			
11	The Digital Future of Museums by Keir Winesmith			copy	1	₱ 4,718.00	₱ 4,718.00			
12	The Manual of Museum Management (2nd Edition) by Gail Dexter Lord			copy	1	₱ 6,825.00	₱ 6,825.00			
13	Unravelling Textiles: A Handbook for the Preservation of Textile Collections by Foelke Boersma			copy	1	₱ 5,778.00	₱ 5,778.00			
14	Valuing your collection: A practical guide for museums, libraries and archives by Freda Matassa			copy	1	₱ 7,768.00	₱ 7,768.00			
	Suppliers to indicate the following details to their bid:									
	<i>Delivery Period: within 30 calendar days</i>									
	<i>Price Validity:</i>									
TOTAL:							₱ 80,592.75			

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		YES	NO						
TOTAL QUOTED AMOUNT IN WORDS:									

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: _____