



UNIVERSITY OF THE PHILIPPINES BAGUIO

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REQUEST FOR QUOTATION (RFQ)

PROCUREMENT PROJECT: Supply of Labor and Materials for the Installation of Wall Mounted Multiport Audio Video Extension for Office of the VCA

Purchase Request No.: 19176

Approved Budget for the Contract: Php 85,000.00

Date: April 04, 2023
RFQ No.: 2950
MOP: NP - Small Value Procurement

INSTRUCTIONS:

- Accomplish this RFQ correctly and completely.
- Bidder should attach a copy of the latest Business Permit, PhilGEPS Registration and Notarized Omnibus Sworn Statement (OSS).
In Addition:
 - For Corporations & Cooperatives: A Notarized Secretary's Certificate or Notarized Board Resolution;
 - For Sole Proprietorship: A Notarized Special Power of Attorney if the OSS Affiant is other than the Sole Proprietor.
- Warranty shall be 6 months for 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 spmo.upbaguio@up.edu.ph and cc: bac.upbaguio@up.edu.ph & jebagsic@up.edu.ph with RFQ No. as part of the subject NOT LATER THAN 5:00 PM on 11 April, 2023.
- Price validity shall be for a period of 90 calendar days.
- Bidders must indicate the Brand and Model Number offered when appropriate.
- To conduct site inspection.
- 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.

MARY ANNE R. RIVERA
Head, 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	Supply of labor, materials and installation of new terminals and replacement of wires/ connectors for the projectors for nine (9) CSS classrooms Scope of work: moulding of wires; installation of the following: additional HDMI terminal with 9 pcs 5 mtr HDMI cord, RCA signal terminal, signal terminal, VGA terminal with 9 pcs 5 mtr VGA cord, AC power cable extension, Utility square box testing of terminals with the existing projectors at the classrooms			lot	1	85,000.00	85,000.00			
	-Delivery Period: within 30CD upon receipt of NTP									
	-Please indicate WARRANTY offered for each item/s									
	-xxx Nothing Follows xxx-									
TOTAL:							85,000.00	BID TOTAL:		
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: _____ Tel. No. : _____
 Address: _____ Fax No. : _____
 Name of Representative: _____ Email Address: _____
 Position: _____
 Signature: _____ Date: _____