



UNIVERSITY OF THE PHILIPPINES BAGUIO

Governor Pack Road, Baguio City, Benguet, CAR
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Telephone No. 074.442.3484
Email Address: spmo.upbaguio@up.edu.ph

REQUEST FOR QUOTATION (RFQ)

PROCUREMENT PROJECT: Supply of Labor and Materials for the Restoration of Building Roof and Installation of New Electrical Lines for HKP Building
Purchase Request No.: 19466
Approved Budget for the Contract: Php 205,055.87

Date: **May 15, 2023**
RFQ No.: **3047**
MOP: **NP - Small Value Procurement**

INSTRUCTIONS:

- Accomplish this RFQ correctly and completely.
- Bidder should attach a copy of the latest Mayor's Permit, PhilGEPS Reg. No., Notarized Omnibus Sworn Statement & PCAB License.
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 for 1 year 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 May 19, 2023.
- 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. RIVERAY
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 for the Restoration of HKP Building Roof and Supply of Labor and Materials for the Installation of New Electrical Lines at the HKP Bldg. as per attached program of work, bill of quantities (ABC), PERT/CPM & plan			lot	1	205,055.87	205,055.87			
	-Contract Award: per Lot Item									
	-Project Duration: within 60 calendar days upon receipt of Notice to Proceed									
	-To post Performance Security after Issuance of Notice to Award (NOA)									
	-*** Nothing Follows ***-									
TOTAL:							205,055.87	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: _____
Address: _____
Name of Representative: _____
Position: _____
Signature: _____

Tel. No. : _____
Fax No. : _____
Email Address: _____
Date: _____