



**UNIVERSITY OF THE PHILIPPINES BAGUIO**

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**REQUEST FOR QUOTATION (RFQ)**

PROCUREMENT PROJECT: Supply of Labor and Materials for the Fabrication of Pedestal Footing and Construction of Security Fence for Automated Weather Station for MULAT-BLISTT Project

Purchase Request No.: 19683

Approved Budget for the Contract: Php 93,184.12

Date: May 26, 2023  
RFQ No.: 3087  
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](mailto:spmo.upbaguio@up.edu.ph) and cc: [bac.upbaguio@up.edu.ph](mailto:bac.upbaguio@up.edu.ph) & [jebagsic@up.edu.ph](mailto:jebagsic@up.edu.ph) with RFQ No. as part of the subject NOT LATER THAN 5:00 PM on June 01, 2023.
- Failure to follow these instructions will disqualify your entire quotation.
- To conduct site inspection.

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 & Delivery of Labor & Materials for the Fabrication of Pedestal Footing and Construction of Security Fence for the Automated Weather Station |  |    | lot | 1   | 93,184.12  | 93,184.12   |                   |                    |
|                               | -per attached Bill of Quantities  |  |    |     |     |            |             |                   |                    |
|                               | -Contract Award: per Line Item  |  |    |     |     |            |             |                   |                    |
|                               | -Project Duration: within 14 calendar days upon receipt of Notice to Proceed  |  |    |     |     |            |             |                   |                    |
|                               | -*** Nothing Follows ***-   |  |    |     |     |            |             |                   |                    |
|                               |   |  |    |     |     |            | TOTAL:      | 93,184.12         | 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: \_\_\_\_\_