



**UNIVERSITY OF THE PHILIPPINES BAGUIO**

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**REQUEST FOR QUOTATION (RFQ)**

PROCUREMENT PROJECT: Supply and Delivery of Various Sporting Goods for Office of the Human Kinetics Program

Purchase Request No.: 19113; 19184

Approved Budget for the Contract: Php 146,000.00

Date: May 02, 2023  
RFQ No.: 3004  
MOP: NP - Small Value Procurement

**INSTRUCTIONS:**

1. Accomplish this RFQ correctly and completely.
2. Bidder should attach a copy of the latest Business Permit, PhilGEPS Registration and Notarized Omnibus Sworn Statement (OSS).  
In Addition:  
2a. For Corporations & Cooperatives: A Notarized Secretary's Certificate or Notarized Board Resolution;  
2b. For Sole Proprietorship: A Notarized Special Power of Attorney if the OSS Affiant is other than the Sole Proprietor.
3. Warranty shall be 6 months for for supplies and materials, 1 year for equipment from the date of acceptance of the Procuring Entity.
4. 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 08 May, 2023.
5. Price validity shall be for a period of 90 calendar days.
6. Bidders must indicate the Brand and Model Number offered when appropriate.
7. 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	Dartboard, 18" diameter, Ultra thin Blade wire, self healing bristles, Made with genuine sisal fibers, Movable number ring, completely staple free.			pc	10	3,000.00	30,000.00			
2	High quality entry level dart pins. Tips made for use with Bristle or Paper dartboards. 20gm brass plated steel barrels. Polyester flights and black gripper shafts. 3 pieces per set. Pre-assembled. with dart wallet to store properly.			set	20	2,300.00	46,000.00			
3	Official Volleyball Ball, Made of HIGH-GRADE SYNTHETIC LEATER material, Size 5, 260 to 290 grams in weight, 65 to 67cm circumference, can contain 4.3 to 4.6PSI of air pressure, Construction: LAMINATED, With 18 Panels			pc	10	3,500.00	35,000.00			
4	Standard Basketball Ball for men, made of composite leather cover material, for indoor and outdoor use, size GG7X, 12 panel design, enlarged pebble pattern for improved grip, 29.5" circumference with 7.5 to 8.5PSI of air pressure.			pc	10	3,500.00	35,000.00			
	-Contract Award: per Line Item									
	-Delivery Period: within 30CD upon receipt of NTP									
	-Please indicate WARRANTY offered for each item/s									
	-xxx Nothing Follows xxx-									
<b>TOTAL:</b>							<b>146,000.00</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: \_\_\_\_\_ Tel. No. : \_\_\_\_\_  
 Address: \_\_\_\_\_ Fax No. : \_\_\_\_\_  
 Name of Representative: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_