

**UNIVERSITY OF THE PHILIPPINES BAGUIO**

Governor Pack Road, Baguio City, Benguet, CAR  
 VAT Reg. TIN: 000-864-006-00007  
 Telephone No. 074.442.3484  
 Email Address: [spmo.upbaguio@up.edu.ph](mailto:spmo.upbaguio@up.edu.ph)

**REQUEST FOR QUOTATION (RFQ)**

PROCUREMENT PROJECT: Supply and Delivery of Various Laboratory Supplies for College of Science  
 Purchase Request No.: 20091; 20096; 20122  
 Approved Budget for the Contract: Php 150,650.00

Date: September 12, 2023  
 RFQ No.: 3396  
 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 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](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 September 19, 2023.
- Price validity shall be for a period of 90 calendar days.
- Bidders must indicate the Brand and Model Number offered when appropriate.
- 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.

*RCL*  
 RUEL C. LESTINO  
 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	Thermometer, alcohol, glass, 0-150°C			pc	20	178.00	3,560.00		
2	Graduated Cylinder Graduated cylinder, 100 ml capacity, glass, with detachable plastic hexagonal base and ring Guide,			pc	10	730.00	7,300.00		
3	Capillary tubes, glass, 100s/vial			via	20	200.00	4,000.00		
4	Centrifuge tubes, eppendorf tubes, plastic centrifuge tubes with cover, 1.5ml capacity, 500s/pack			pck	2	900.00	1,800.00		
5	pH paper strips, 0-14pH range, 100's/pack, non bleeding, universal indicator			pck	5	1,050.00	5,250.00		
6	Litmus paper, red, 200's/vial			pck	10	300.00	3,000.00		
7	Litmus paper, blue, 200's/vial			pck	10	300.00	3,000.00		
8	PARAFILM 4" X 125 ft.			rol	1	1,500.00	1,500.00		
9	task wipes, delicate, 1-ply, 11cm x 21cm, 280 pulls			box	8	600.00	4,800.00		
10	Clear plasti, 12 x 18 inches, gauge 65, 16.5 microns thickness, 100/packs			pck	20	450.00	9,000.00		
11	Aluminum foil, Jumbo			rol	1	1,350.00	1,350.00		
12	sterile cotton swab, individually wrap, 2 strips per pack			box	5	268.00	1,340.00		
13	gloves, Nitrile, medium			box	5	350.00	1,750.00		
14	waterproof writing slates			pc	10	1,000.00	10,000.00		
15	Gel red, 10,000X in Water, 0.5ml per vial			via	1	8,000.00	8,000.00		
16	dissecting kits, 14 pcs or more basic dissection instruments; includes at least one of each: scalpel handle/s (replaceable blade), surgical scissors, forcep/s, probe/s; with pouch			set	36	1,000.00	36,000.00		
17	PCR Kit, including 100 bp ladder			set	1	10,500.00	10,500.00		
18	DNA extraction kit, 100 reactions			set	1	10,500.00	10,500.00		
19	Microtube rack, Reversible racks can be used for 0.2ml or 1.5ml capacity tubes. Both sides of the rack can hold up to 108 tubes, and feature alpha-numeric grid for inventory management. I Included transparent lid can be used to cover either side for a clear view as well as protection of stored tubes. Autoclavable. Dimensions 8 1/2" x 5 1/4" x 2" (210 x 133 x 52mm), Assorted colors. 5 pcs/pack			pck	2	4,000.00	8,000.00		
20	Cryogenic boxes, 10 x 10 placar, 130mm x 130mm x 52 mm			pc	10	300.00	3,000.00		
21	pRAS2 DNA, "- Uncut DNA - Refill of DNA component for kit used in restriction enzyme experiment - Good for at least 10 experiments"			set	1	17,000.00	17,000.00		
	-Contract Award: per Line Item								
	-Delivery Period: within 60CD upon receipt of NTP								
	*-WARRANTY included								
	-*** Nothing Follows ***-								
<b>TOTAL:</b>							<b>150,650.00</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: \_\_\_\_\_