



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: spm@up.edu.ph

REQUEST FOR QUOTATION (RFQ)

PROCUREMENT PROJECT: Supply and of Labor and Materials for Stair Railings Installation and Electrical Lines Transfer for Science Research Center
Purchase Request No.: 20286
Approved Budget for the Contract: Php 70,074.90

Date: October 03, 2023
RFQ No.: 3481
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 spm@up.edu.ph and cc: bac@up.edu.ph & jebagsic@up.edu.ph with RFQ No. as part of the subject NOT LATER THAN 5:00 PM on October 09, 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.

Ruel C. Lestino
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	Supply of Labor and Materials for the Installation of Additional Stair Railings and Transfer Electrical Lines at the Science Research Center (SRC)			lot	1	70,074.90	70,074.90			
	-per attached Bill of Quantities									
	-Contract Award: per Line Item									
	-Project Duration: within 4 calendar days upon receipt of Notice to Proceed									
	-**WARRANTY included									
	-*** Nothing Follows ***-									
TOTAL:							70,074.90	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: _____