

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

REQUEST FOR QUOTATION (RFQ)

JREMENT PROJECT:	Supply	and	Deliv	ery o	f Appli	ance	s a	nd	Acce	ssories	fo

PROCUREMENT PROJECT:	Office of the Vice Chancellor for Administration
Purchase Request No.:	22011

Approved Budget for the Contract: ₱ 88,000.00

Date:	12 March, 2024
RFQ No.	4022
MOP:	SVP

INSTRUCTIONS:

1. Accomplish this RFQ correctly and completely. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or any of your duly authorized representative/s.

2. Bidder should attach a copy of the latest Business Permit#, PhilGEPS Registration Number and Notarized Omnibus Sworn Statement for an Approved Budget for the Contract (ABC) above #50,000 except for Shopping as an Alternative Method of Procurement that requires the latest business permit# and PhilGEPS registration only. Quotations exceeding the ABC shall be rejected.

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**, if appropriate, shall be six (6) months for supplies and materials, one (1) year for equipment from the date of acceptance of the Procuring Entity.

4. Submit your quotation, preferably sealed, at the Supply and Property Management Office, UP Baguio OR send to this email address ONLY spmo.upbaguio@up.edu.ph and cc: bac.upbaguio@up.edu.ph with the subject heading RFQ No. 4022 NOT LATER THAN 5:00 PM on 18 March

2024. **5.** Price validity shall be for a period of 90 calendar days.

6. IF APPLICABLE, bidders shall indicate the Brand and Model Number of the item/s being offered.

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.

Canvassed by: James Benedict E. Bagsic										
								ĸ	Head, SPMO	NO
ITEM NO.	GENERAL DESCRIPTION	Compliance with technical specifications (Pls. check) YES NO		DIVAND		QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE*	TOTAL QUOTED PRICE
1	Percolator, Stainless steel double wall insulation; anti drip dispenser; coffee strainer; warm and boil indicator with thermostat; tempered glass water gauge; 15 litres capacity (100 cups); heat resistant handles; thermally protected;				un	2	₱ 8,000.00	₱ 16,000.00		
2	Television, smart TV, 55" screen size, LCD display type; 220 V–240 V AC 50/60 Hz; WI-FI Standard: Wi-Fi Certified 802.11a/b/g/n/ac; EIFI Frequency: 2.4 GHz/5 GHz(for Wi-Fi Direct: 2.4 GHz Only); Bluetooth: with bluetooth				un	1	₱ 45,000.00	₱ 45,000.00		
3	Universal TV stand; for 50-85 inch screens; maximum supported mounting interface 600 mm x 400 mm; weight capacity - top: 18 Kg, middle: 36 Kg; bottom: 54 Kg;				un	1	₱ 27,000.00	₱ 27,000.00		
	Contract Award: Per line item									
l I	Delivery Period: within 30 calendar days upon receipt of NTP									
	#A recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit. However, a copy of your Mayor's or Business Permit shall be required to be submitted after award of contract but before payment.									
	*Indicating a price/amount under "Quoted Unit Price" shall mean complying with the technical specifications of the item even without checking the compliance column otherwise									

****WARRANTY INCLUDED**

••• Nothing Follows •••

TOTAL: **P** 88,000.00

TOTAL QUOTED AMOUNT IN WORDS:

After having carefully read and accepted your General Conditions, I/We quote you on the items at prices noted above.

Name of the Company:	Tel. No. :
Address:	Fax No. :
Name of Representative:	Email Address:
Position:	
Signature:	Date: