



UNIVERSITY OF THE PHILIPPINES MANILA

Taft Avenue, Manila, Metro Manila, NCR
VAT Reg. TIN: 000-864-006-00005

SPMO12109252

REQUEST FOR QUOTATION UPM Procurement Management Office

Date: AUG. 08 2023
RFQ No.: 1803 - PR#21441
MOP: Shopping

Please quote at your government price inclusive of VAT and state the time within which you can make delivery. It will be appreciated if we can have your quotation duly signed by your representative at the UPM PROCUREMENT MANAGEMENT OFFICE, located on the 2/F UPM Main Building, Joaquin Gonzales Compound, P. Faura St., Ermita, Manila, not later than **AUGUST 17, 2023, 5:00 PM.** You may send your quotation to Ms. Cecil De Leon via email at mbdeleon6@up.edu.ph.

Note:

- All entries must be typewritten or in print.
- Delivery for a maximum period of 30 calendar days. Delivery place: UPM Supply & Property Management Office (SPMO) located at Joaquin Gonzales Compound, Padre Faura St. Ermita, Manila.
- Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the procuring entity.
- Price validity shall be for a period of 90 calendar days.
- PhilGEPS Registration Certificate, Mayor's/Business Permit, and Omnibus Sworn Statement shall be attached upon submission of the quotation.
- Bidders shall submit original brochures showing certifications of the product being offered.
- Bidders must indicate the BRAND and MODEL NUMBER offered when applicable.

Others:

PR 21441 Requester: UPM Supply & Property Mngt. Office (SPMO)

ITEM NO.	GENERAL DESCRIPTION	UOM	QTY	Compliance with technical specifications (Pls. check)		UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
				YES	NO				
1	FOLDER, with Tab: <u>A4</u> , 100 pcs/pack	pck	120			PHP 318.12	PHP 38,174.40		
2	FOLDER, with Tab: <u>Legal</u> , 100pcs/pack	pck	100			PHP 366.58	PHP 36,658.00		
TOTAL							PHP 74,832.40		
TOTAL QUOTED AMOUNT IN WORDS: Seventy-Four Thousand Eight Hundred Thirty-Two pesos and Forty cents									

Please quote at your government price (including VAT) and state the time within which you can make delivery. It will be appreciated if we can have your quotation in the office as soon as possible on or before the deadline stated herein.

Delivery Terms: _____

MELFRED L. HERNANDEZ, MD

OIC, Procurement Management Office

10 AUG 2023

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

Name of the Company: _____
Address: _____
Name of Representative: _____
Position: _____
Signature: _____

Tel. No.: _____
Mobile No.: _____
Email Address: _____
Company T.I.N.: _____
Date: _____