



UNIVERSITY OF THE PHILIPPINES MANILA

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

SPMO12106219

REQUEST FOR QUOTATION UPM Procurement Management Office

Date: NOV. 20 2023
RFQ No.: 2011 - PR#21277
MOP: Shopping

Please quote your lowest price on the item/s listed below, subject to the General Conditions below, stating the shortest time of delivery, and submit the physical copy of your Sealed Quotation duly signed by your representative to the UPM PROCUREMENT MANAGEMENT OFFICE located on the 2nd Floor UPM Main Building, Padre Faura St., Ermita, Manila, not later than NOVEMBER 28, 2023, 5:00PM.

Note:

1. All entries must be typewritten or in print.
2. Delivery for a minimum period of 30 calendar days. Delivery place: UPM Supply & Property Management Office (SPMO)
3. 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.
4. Price validity shall be for a period of 90 calendar days.
5. PhilGEPS Registration Certificate and Mayor's/Business Permit shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures showing certifications of the product being offered.
7. Bidders must indicate the BRAND and MODEL NUMBER offered (if applicable).

Others:

- Sealed quotation (along with the required documents) must be submitted to the UPM Procurement Management Office located at 2nd Floor UPM Main Building, Padre Faura St., Ermita, Manila
- Please indicate the PhilGEPS Ref. No. and the complete title of the Bid Notice outside the envelope.

PR 21277 Requester : UPM Supply & Property Mgmt. Office (SPMO)

ITEM NO.	GENERAL DESCRIPTION	UOM	QTY	Compliance with technical specifications (Pis. check)		UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
				YES	NO				
UPM OF-MP-000021	PAPER: Multicopy - 80 gsm, 210mm x 297mm	rm	1000			PHP 132.37	PHP 132,370.00		
TOTAL							PHP 132,370.00		
TOTAL QUOTED AMOUNT IN WORDS: One Hundred Thirty-Two Thousand Three Hundred Seventy pesos and Zero 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 Leadtime: _____

Lenette Lorena P. Crucido
LENETTE LORENA P. CRUCIDO
ACTING DIRECTOR

11-21-2023
ci
122 NOV 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:	_____	Tel. No. :	_____
Address:	_____	Mobile No. :	_____
Name of Representative:	_____	Email Address:	_____
Position:	_____	Company T.I.N:	_____
Signature:	_____	Date:	_____