



UNIVERSITY OF THE PHILIPPINES
MANILA

IPPAO12077468

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

REQUEST FOR QUOTATION
UPM Procurement Management Office

Date: NOV. 29 2022
RFQ No.: 1276 - PR#17532
MOP: Small Value Procurement

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 DECEMBER 19, 2022, 4:00PM.

Note:

- 1. All entries must be typewritten or in print.
2. Delivery for a maximum period of 180 days (or 6 months) per Terms of Reference (TOR).
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, Mayor's/Business Permit, and Omnibus Sworn Statement shall be attached upon submission of the quotation (if applicable).
6. 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 No.: 17532 End-user: UPM Information Publication & Public Affairs Office (IPPAO)

Table with 8 columns: ITEM NO., GENERAL DESCRIPTION, UOM, QTY, Compliance with technical specifications (Pls. check) YES/NO, UNIT PRICE, TOTAL PRICE, QUOTED UNIT PRICE, TOTAL QUOTED PRICE. Row 1: Production of updated UP Manila profile video presentation, lot, 1, PHP 400,000.00, PHP 400,000.00. Summary row: TOTAL QUOTED AMOUNT IN WORDS: Four Hundred Thousand 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 Period: \_\_\_\_\_

MELFRED L. HERNANDEZ, MD
OIC, Procurement Management Office

17 2 DEC 2022

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: \_\_\_\_\_

UP Manila Procurement Management Office
RECEIVED
Received 12:09 PM 23 Dec 2022
PATRICK LIAM K. OZAETA