



UNIVERSITY OF THE PHILIPPINES MANILA

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

IPPAO12096164

REQUEST FOR QUOTATION

UPM Procurement Management Office

Date: JUN. 27 2023
RFQ No.: 1682 - PR#20518
MOP: Small Value Procurement

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 JULY 11, 2023, 5:00 PM. You may send your quotation to Ms. Cecil De Leon via email at mbdeleon6@up.edu.ph.

- Note:
1. All entries must be typewritten or in print.
 2. Delivery for a minimum period of 30 calendar days. Delivery place: UPM Information Publication & Public Affairs Office (IPPAO).
 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 shall be attached upon submission of the quotation (if applicable).
 6. Bidders shall submit original brochures showing certifications of the product being offered.
 7. Bidders must indicate the **BRAND** and **MODEL NUMBER** offered when appropriate.

Others:

PR 20518 End-user: UPM Information Publication & Public Affairs Office (IPPAO)

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	Printing and Delivery of UPM PJHRD (April-June 2022 issue): Pages: 88 (Full Color: 10; Two Colors: 33; One Color: 45; Blank Page : 0) Cover: Matte 220#, Full Color, Matte lamination; Inside Cover: Matte 80#; Size: 8.5x11in.; Perfect binding	pc	500			PHP 190.00	PHP 95,000.00		
TOTAL							PHP 95,000.00		
TOTAL QUOTED AMOUNT IN WORDS: Ninety-Five 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 Terms: _____

MELFRED L. HERNANDEZ MD

OIC, Procurement Management Office

103 JUL 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: _____