



# UNIVERSITY OF THE PHILIPPINES MANILA

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

TTBDO12103669

## REQUEST FOR QUOTATION UPM Procurement Management Office

Date: JUNE 26, 2023  
RFQ No.: 1680 - PR#21108  
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 2<sup>nd</sup> Floor UPM Main Building, Padre Faura St., Ermita, Manila, not later than JULY 11, 2023, 4:00PM.

**Note:**

1. All entries must be typewritten or in print.
2. Delivery for a maximum period of 30 calendar days. Delivery place: UPM Technology Transfer and Business Development Office (TTBDO).
3. Warranty shall be for a period of six (6) months for supplies and materials, and 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.
6. Bidders shall submit original brochures showing certifications of the product being offered.
7. Bidders must indicate the BRAND and MODEL NUMBER offered when applicable.

**Others:**

- SEALED QUOTATION (along with the required documents) must be submitted to the UPM Procurement Management Office located at 2<sup>nd</sup> 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 21108 Requester : UPM Technology Transfer & Business Dev't Office (TTBDO)

| 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  | <b>HUMIDIFIER:</b> 4-in-1 True Hepa Cool & Warm Mist, UV Air Purifier and AromaDiffuser               | pc  | 1   |   |    | PHP 11,000.00 | PHP 11,000.00         |                   |                    |
| 2  | <b>Smart TV :</b> 65" Crystal UHD 4K AU7002 (See attachment for full specification)                   | pc  | 1   |   |    | PHP 70,198.80 | PHP 70,198.80         |                   |                    |
| 3  | <b>WATER DISPENSER :</b> Floor Standing Hot and Cold (See attachment for full specification)          | pc  | 1   |   |    | PHP 11,157.60 | PHP 11,157.60         |                   |                    |
| 4  | <b>PAPER SHREDDER MACHINE:</b> HeavyDuty, 4 Large-Capacity (See attachment for full specification)    | pc  | 1   |   |    | PHP 6,000.00  | PHP 6,000.00          |                   |                    |
| 5  | <b>REFRIGERATOR :</b> Two Door Direct Cool, 5 cu.ft Stainless (See attachment for full specification) | pc  | 1   |   |    | PHP 15,000.00 | PHP 15,000.00         |                   |                    |
| <b>TOTAL</b>   |   |     |     |   |    |               | <b>PHP 113,356.40</b> |                   |                    |
| <b>TOTAL QUOTED AMOUNT IN WORDS:</b> One Hundred Thirteen Thousand Three Hundred Fifty-Six 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.

Warranty : \_\_\_\_\_  
Delivery Period: \_\_\_\_\_

MELERED L. HERNANDEZ  
OIC, Procurement Management Office  
03 July 2023



UNIVERSITY OF THE PHILIPPINES  
MANILA

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

TTBDO12103669

REQUEST FOR QUOTATION  
UPM Procurement Management Office

PR 21108 Requester : UPM Technology Transfer & Business Dev't Office (TTBDO)

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: \_\_\_\_\_