

UNIVERSITY OF THE PHILIPPINES

MANILA

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

REQUEST FOR QUOTATION

UPM National Institutes of Health

Date	July 31, 2025	_	
	: NIH-2025-001		
MOP	Small Value Procurement		
		1	

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 your Quotation duly signed by your representative at the UP Manila Procurement Management Office, 2F UPManila Main Building, Padre Faura St. Manila not later than <u>August 07, 2025.</u> Your quotation can be sent via email to Ms. May S. Gutierrez at <u>msgutierrez2@up.edu.ph</u>. You may contact us at telephone number 0915-1317823.

Note:

- 1. All entries must be typewritten or in print.
- 2. Delivery a maximum period of 5 working days.
- 3. Warranty a minimum period of (1) month, from the date acceptance by the procuring entity.
- Price validity for a minimum period of 45 calendar days.
- 5. Updated PhilGEPS Registration Certificate & Mayor's/ Business Permit shall be attached upon submission of the quotation.
- 6. Bidders must indicate the BRAND and MODEL NUMBER offered if applicable.

PR No. NIH-2025-004; End User: UPM- National Institutes of Health

ITEM NO.	GENERAL DESCRIPTION	UOM	QTY	Compl with tec specific (PIs. cl	hnical ations heck)	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
				YES	NO		Signal Blosson of 222		
	Supply and delivery of Office Supplies								
1	FLASH DRIVE 32GB CAPACITY	PIECE	5			PHP1,000.00	PHP5,500.00		
2	FLASH DRIVE 64GB CAPACITY	PIECE	5			PHP1,800.00	DUDO 000 00		
3	BALLPEN, BLACK	PIECE	100				PHP9,000.00		
4	BALLPEN, BLUE	PIECE	100		-	PHP10.00	PHP1,000.00		
5	BALLPEN, RED	PIECE	50			PHP10.00	PHP1,000.00		
6	SIGN PEN, BLUE GEL INK 0.7mm	PIECE	12			PHP10.00	PHP500.00		
7	NEEDLE TIP					PHP150.00	PHP1,800.00		
7	STAMP PAD INK, BLACK	PIECE	12			PHP25.00	PHP300.00		
8	STICKY NOTE "PLEASE SIGN HERE	PIECE	22			PHP100.00	PHP2,200.00		327
9	PHOTO PAPER, VINYL A4SIZE	BOX	2			PHP78.00			
10	LAMINATING FILM, LEGAL 125MICRONS	REAM	14				PHP156.00		
11	CALCULATOR DESK, 12DIGIT SOLAR/ELECTRONIC	PIECE	2			PHP400.00 PHP1,500.00	PHP5,600.00 PHP3,000.00		
12	PAPER GLUE TUBE 55ml	PIECE	10			PHP65.00			
13	ALL PURPOSE GLUE STICKS LARGE 22g	PIECE	4				PHP650.00		
14	DUCT TAPE, 2inch	ROLL	4			PHP75.00	PHP300.00		
	TONER TK 1224 for KYOCERA ECOSYS FS 1060DN/FS 1025MFP/FS 1125MFP COPIER	CART	6			PHP350.00 PHP4,000.00	PHP1,400.00 PHP24,000.00		
						TOTAL	PHP56,406.00		P



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Delivery Terms:	Warrantu	-
Price Validity:	Warranty:	Brand : (if applicable)
Please quote at your governif we can have your quotation in the	nment price (Including VAT) and state the ti ne office as soon as possible on or before	ime within which you can make delivery. It will be appreciated the deadline stated herein.
		DR. MARISSA M. ALEJANDRIA DEPUTY DIRECTOR FOR ADMINISTRATION AND FINANCI UPM-NIH
After having carefully real Name of the Company: Address: Name of Representative: Position: Signature:	ad and accepted your General Conditions, Tel. No. Mobile N Email Ad Company	lo.;

Date: