



Republic of the Philippines
Province of Pampanga
Bids and Awards Committee
Provincial Capitol, City of San Fernando, (P) / (045) 435-5122

P.R. No./Date/End User: 22-4023 / 10-28-2022 / PGSO

RFQ No. 220829

Purpose: Consolidated Toner & Ink for Copier Machines for Various Offices for three (3) months. **NOV 07 2022**

REQUEST FOR QUOTATION

Company Name: _____
Address: _____
Tel. No. : _____

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this Office duly signed by you or your representative not later than 9:00 a.m. NOV 11 2022

APPROVED BUDGET FOR
THE CONTRACT (ABC):
PhP 391,687.00

FRANCIS V. MASLOG
Vice Chairperson
Bids and Awards Committee

TERMS AND CONDITIONS:

- All quotations may be typewritten or handwritten, placed in a sealed envelope.
- All quotations shall be valid for one hundred twenty (120) calendar days from the deadline of the submission of the same.
- Any erasures or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative.
- Interested suppliers are required to submit their valid current Mayor's Permit, PhilGEPS Registration Number, and Income/BIR Tax Return (for ABCs above P500,000.00) upon submission of quotation. In lieu of the Mayor's Permit and PhilGEPS Registration Number, the PhilGEPS Certificate of Platinum Membership may be submitted. For new businesses, submit the BIR Certificate of Registration in lieu of the ITR.
- The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for everyday of delay.
- The Provincial Government of Pampanga reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected supplier/s.
- The PGP also reserves the right to waive any required formality in the proposals received, and select the proposal which it determine to be the most advantageous to the government.

Item No.	Quantity	Unit	Item Description	Unit Price	Total Price
1	5	roll	Copy Printer Master DX2430M		
2	5	roll	Copy Printer Master DD3344		
3	25	crg	Copy Printer Ink DX2430M		
4	20	crg	Copy Printer Ink, Black CPI10 for 6123cp		
5	10	bot	Toner, Black Model DSM615/618/620d		
6	5	crg	Toner, for copier machine model MP1800		
7	10	pc	Toner, for Digital Copier MP2001L		
8	3	tube	Toner, Print Cartridge, Yellow MP C2503		
9	3	tube	Toner, Print Cartridge, Magenta MP C2503		
10	3	tube	Toner, Print Cartridge, Cyan MP C2503		
11	3	tube	Toner, Print Cartridge, Black MP C2503		
12	3	cart	Printer Cartridge, Black for IMC2000		
13	3	cart	Printer Cartridge, Yellow for IMC2000		
14	3	cart	Printer Cartridge, Magenta for IMC2000		
15	3	cart	Printer Cartridge, Cyan for IMC2000		
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Item No.	Quantity	Unit	Item Description	Unit Price	Total Price
			Terms of Reference:		
			The procuring entity reserved the right to conduct product testing/inspection to determine the fitness of the item/s being offered by prospective suppliers.		
			After Sales Service:		
			1. Replacement of defective items within 24 hours upon notification by the end-user.		
			2.Toner/Ink expiration/validity must be at least eighteen (18) months from date of delivery.		
			Schedule of Requirements:		
			Delivery within ten (10) days upon receipt of PO/NOA.		
			X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X page 2 of 2		
			Total Lot Price		
Note: The winning supplier shall submit a duly signed and notarized Omnibus Sworn Statement prior to notice of award.					

THE BIDS AWARDS COMMITTEE:

Having carefully read and accepted your Terms and Conditions, including the technical specifications, I/We offer to supply/deliver the item/s as noted above.

 Supplier's authorized representative signature over printed name
 Designation: _____
 Contact No.: _____
 Email Address.: _____

 BAC Canvasser

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