



**Procurement of All-in-One Printer for Replacement of Defective unit at Procurement Office**

Nabua, Camarines Sur

Request for Price Quotation

Date: **September 4, 2018**

Quotation No.: **RFQ-331-09-18**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please quote your lowest price on the item/s listed below, subject to the General conditions on the last page, starting the shortest time of delivery and submit your quotation duly signed by your representative not later than **Septmeber 11 , 2018 8:00 am** in the return envelope attached herewith.

  
**FERDINAND B. VALENCIA**  
 BAC Chairman

Note:

1. All entries must be typewritten/handwritten.
2. Delivery period within **15 calendar days.**
3. Warranty shall be for a period of **3 months for supplies and 1 year for equipment** from date of acceptance by the College.
4. Posting of performance bond is required before delivery of the items/goods.
5. Price validity shall be for a period of **15** calendar days.
6. Payment shall be by check after acceptance of deliveries and final inspection.
7. **Approved Budget for the contract (ABC) 9,000.00 (inclusive of tax)**

| ITEM NO. | ITEMS & DESCRIPTION  | QUANTITY | UNIT PRICE | TOTAL |
|----------|--|----------|------------|-------|
| 1        | EPSON L360 All-in-One Printer  | 1 unit   |            |       |
|          |  |          |            |       |
|          |  |          |            |       |
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|          |  |          |            |       |
|          |  |          |            |       |
|          | <p><b>Note:</b><br/> <b>No partial delivery.</b><br/> <b>Indicate Brand and Model of Item Offered</b><br/> <b>Kindly submit the following:</b></p> <ul style="list-style-type: none"> <li>• <b>Company profile</b></li> <li>• <b>Mayors permit</b></li> <li>• <b>Certification of PHILGEPS registration.</b></li> <li>• <b>Income Business Tax Return</b></li> <li>• <b>Omnibus Sworn Statement ( for the winning bidder)</b></li> </ul> <p><b>You can reach us at:</b><br/> <b>Tel: 288-4421 local 103 &amp; 113 Email:</b><br/> <b><a href="mailto:cspc.procurement@gmail.com">cspc.procurement@gmail.com</a> Fax:288-4425</b><br/> <b>Look for: Marites A. Bermal</b><br/> <b>Admin. Officer IV - Procurement Officer designate</b></p> |          |            |       |

Brand & Model : \_\_\_\_\_  
 Delivery Period: \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_

After having carefully read and accepted your general conditions, I/We quote you on the item at prices noted above.

\_\_\_\_\_  
 Printed Name/Signature

\_\_\_\_\_  
 Tel. No./ Cellphone No./ E-mail Address

\_\_\_\_\_  
 Date