



Procurement of Toner and Ink for IGP Photocopier

Nabua, Camarines Sur

Request for Price Quotation

Date: **August 29, 2018**
 Quotation No.: **RFQ-319-08-18**

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 5 , 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) 300,671.74 (inclusive of tax)**

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Black Ink, DC14 (for Ink DUPLO DP-L520)	10 pcs		
2	DP Master Roll (DPC 42) for DUPLO Master Card	8 pcs		
3	Toner, black (for Photocopier, Gestetner)	10 pcs		
4	Toner, cyan (for Photocopier, Gestetner)	8 pcs		
5	Toner, magenta (for Photocopier, Gestetner)	8 pcs		
6	Toner, yellow (for Photocopier, Gestetner)	8 pcs		
	Note: <i>No partial delivery.</i> <i>Indicate Brand and Model of Item Offered</i> <i>Kindly submit the following:</i> <ul style="list-style-type: none"> • <i>Company profile</i> • <i>Mayors permit</i> • <i>Certification of PHILGEPS registration.</i> • <i>Income Business Tax Return</i> • <i>Omnibus Sworn Statement (for the winning bidder)</i> <i>You can reach us at:</i> <i>Tel: 288-4421 local 103 & 113 Email:</i> cspc.procurement@gmail.com <i>Fax:288-4425</i> <i>Look for: Marites A. Bernal</i> <i>Admin. Officer IV - Procurement Officer designate</i>			

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