

Date : **October 27, 2020**
 Quotation No. : **0317-10-2020**

REQUEST FOR QUOTATION

Company Name _____

Address _____

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____

Rachelle Jenine D. Abuel
RACHELLE JENINE D. ABUEL
 Head, BAC Secretariat

- NOTE :
1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY
 2. DELIVERY PERIOD WITHIN 15 CALENDAR DAYS
 3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
 4. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS
 5. PHIL-GEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
 6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
	Ink Cartridges for KYOCERA unit printer			
1	TK - 899Y- Yellow	2 pcs	P _____	P _____
2	TK - 899C - Cyan	3 pcs	P _____	P _____
3	TK - 899M - Magenta	2 pcs	P _____	P _____
4	TK - 899K - Black (see attached design)	2 pcs	P _____	P _____
	ABC:P 86,000.00			
Bidders must submit the following requirements: 1. DTI/SEC Registration Certificate 2. Mayor's Permit 3. PHILGEPS Certificate of Registration 4. BIR Certificate of Registration				

Brand : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____

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

Printed Name/Signature _____

Tel. No./Cellphone No. _____

e-mail address _____

Date _____