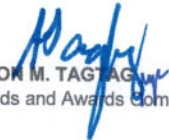


**REQUEST FOR QUOTATION**

\_\_\_\_\_  
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 \_\_\_\_\_.

  
**ANSON M. TAGTAG**  
Chairperson, Bids and Awards Committee

- NOTES: 1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY.  
2. DELIVERY PERIOD IS 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 VALID 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.

**Title of Procurement:** \_\_\_\_\_  
Supply and Delivery of Various Ink for EPSON L1455

**Purpose:** \_\_\_\_\_  
For official use of the CMD

**Approved Budget for the Contract (ABC):** \_\_\_\_\_  
P72,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	EPSON L1455			
	Ink: Yellow 664/140ml	10 Bottle	P _____	P _____
	Ink: Blue 664/140ml	10 Bottle	P _____	P _____
	Ink: Magenta 664/140ml	10 Bottle	P _____	P _____
	Ink: Black 774/140ml	10 Bottle	P _____	P _____
	Note: Epson Genuine Ink with Certification			
	Additional Requests from Procuring Entity: <input type="checkbox"/> Please provide sample upon request of end-user <input type="checkbox"/> Please see full specifications/attached sample design for reference. <input checked="" type="checkbox"/> Other conditions to this request, please state: <b>For more info, please contact the end-user at 8924-6031 loc. 207/228</b> <b>Kindly address all proposals to the Chairperson, Bids and Awards Committee</b>			
	Contract shall be awarded to the bidder per: <input type="checkbox"/> Item basis <input checked="" type="checkbox"/> Lot basis			
	Bidders must submit the following requirements upon submission of proposal. Non-submission of these requirements shall be grounds for disqualification from the bidding process: 1. DTI/SEC Registration Certificate 2. Valid and Current Mayor's Permit 3. PHILGEPS Certificate of Registration 4. BIR Certificate of Registration 5. Omnibus Sworn Statement			
	<b>Important Note:</b> -For goods, conforme of the winning bidder must be done within seven (7) calendar days upon serving of the PO. -For services, conforme of the winning bidder must be done within fourteen (14) calendar days upon serving of the JO. -Notarization of the OSS should be complied with after the award of the contract but before payment pursuant to Item 6.3 of GPPB 09-2020			
			<b>GRAND TOTAL: P _____</b>	

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.      \_\_\_\_\_  
Email Address      Date