



**BIDS AND AWARDS COMMITTEE  
(BAC II)**

**REQUEST FOR QUOTATION**

**Project** : Printer Ink for Canon and HP  
**PR No.** : 2019-07-0881  
**Approved Budget for the Contract** : P 63,800.00  
**Date** : 16 AUG 2019  
**Quotation No.** : 2019-08-0223  
**Procurement Method** : Shopping B

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than AUG 20, 2019 at 4pm at New Executive Bldg., JP Laurel St., San Miguel Manila, [psu.pcoo@gmail.com](mailto:psu.pcoo@gmail.com)

**General Conditions:**

1. Delivery period within 3 calendar days from receipt of the Purchase Order form.
2. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by PCOO.
3. Price validity shall be for a period of sixty (60) calendar days.
4. Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES.**
5. The supplier awarded with the contract shall submit the following updated documents prior to payment:

- ☒ Mayor's / Business Permit  
☒ PhilGEPS Registration Number  
☐ Income/Tax Return  
☒ Omnibus Sworn Statement  
☐ Professional License/Curriculum Vitae (Consulting Services)  
☐ PCAB License (Infra.)  
☐ NFCC (Infra.)

**Company Name** : \_\_\_\_\_  
**Address** : \_\_\_\_\_  
**Email** : \_\_\_\_\_ **TIN No** : \_\_\_\_\_  
**Representative** : \_\_\_\_\_ **Contact No.** : \_\_\_\_\_

Item No.		Qty	Unit	Unit Price	Total
	Printer Ink for Canon iP110 Black				
	-Canon 35 (PGI-35 Black)	10	Pcs		
	-Canon 36 (CLI 36 Color)	5			
	Printer Ink for HP Office Jet 7612 Set				
	-HP 932XL Black	10	Pcs		
	-HP 933XL Cyan	10			
	-HP 933XL Magenta	10			
	-HP 933XL Yellow	10			
	<b>Total</b>				<b>P</b> _____

After having carefully **read and accepted your General Conditions**, I quote you on the item at prices noted above.

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

\_\_\_\_\_  
Date