



REPUBLIC OF THE PHILIPPINES  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
*Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon*  
Malacañang, Manila

**BIDS AND AWARDS COMMITTEE – II**

Project:	<u>PRINTER INKS AND TONERS</u>	Date:	<u>12/04/2020</u>
PR No.:	<u>2020-11-0546</u>	Quotation Number	<u>2020-12-0173</u>
Approved Budget: for the Contract	<u>ONE HUNDRED SEVENTY THOUSAND SIX HUNDRED EIGHTY PESOS (P170,680.00)</u>	Mode of Procurement:	<u>SHOPPING B</u>

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than **08 DECEMBER 2020** at **10:00 AM** at the New Executive Bldg., JP Laurel St., San Miguel Manila, or through e-mail via [psu.pcoo@gmail.com](mailto:psu.pcoo@gmail.com).

**General Conditions:**

- Suppliers shall submit their quotations using this Prescribed Form. Failure to do so shall render the quotation unresponsive.
- Delivery period within **THREE (3) CALENDAR DAYS** from receipt of the Purchase Order Form.
- Payment will be on a **SEND BILL ARRANGEMENT**; i.e. full payment will be made after the completion of the event or delivery of the service.
- 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.
- Price validity shall be for a period of sixty (60) calendar days.
- Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES**.
- 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 (*for Consulting Services*)
  - ✓ BIR Form 2303 (Certificate of Registration)

Company Name	:		
Address	:		
Email	:	TIN No	:
Representative	:	Contact No.	:

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
	<b>Drum Cartridge HP 19 A Laserjet Imaging Drum</b>	<b>6</b>	<b>Cartridges</b>		
	<b>Toner Cartridge HP CF217A (17A)</b>	<b>6</b>	<b>Cartridges</b>		
	<b>Toner Cartridge HP 85A</b>	<b>10</b>	<b>Cartridges</b>		
	<b>Toner Cartridge HP Toner Q2612A (12A)</b>	<b>2</b>	<b>Cartridges</b>		
	<b>Toner Cartridge Canon 810 (Black)</b>	<b>50</b>	<b>Cartridges</b>		
	<b>Ink Canon GI-790</b>		<b>Bottles</b>		
	<b>Black</b>	<b>6</b>			
	<b>Cyan</b>	<b>6</b>			
	<b>Yellow</b>	<b>6</b>			
	<b>Magenta</b>	<b>6</b>			
	<b>****Nothing follows****</b>				
	<b>TOTAL AMOUNT</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