

Date: _____

REQUEST FOR QUOTATION

Project Number: GAS-010-005
Reference PR Number: 2020-08-239

Sir/Madam:

Please quote your best offer for the item/s listed below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative through email at (ga.tolentino@philrice.gov.ph) or fax at (049) 501-1917 not later than SEPTEMBER 25, 2020

Glyzl Tolentino
BUYER/CANVASSER

Kristofferson C. de Guzman
AOII

PROCUREMENT TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) is **PHP 131,200.00**
2. Prices quoted are subject to deduction of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).
3. All bids in excess of the ABC will be rejected.
4. Complete technical specifications, brand and model must be indicated in the price quotation for evaluation purposes.
5. Delivery period shall be indicated in the quotation. Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be imposed.
6. Goods, supplies, equipment, or work done are subject to inspection/acceptance, PhilRice reserves the right to cancel, reject, or rebid the items which do not conform with the technical specifications.
7. **NEW** suppliers are required to submit a photocopy of **valid Mayor's Business Permit, valid PhilGEPS Registration Number and valid PCAB License (if applicable)** together with their quotations. Please disregard if you have submitted an updated copy/ies. This shall be subjected for validation.
8. The winning Bidder is required to submit a photocopy of **Latest Income/Business Tax Return** and original copy of **Omnibus Sworn Statement** prescribed by the GPPB **PRIOR TO PAYMENT** of the goods delivered/services rendered.
9. Supplier warrants that s/he has not given nor promised to give any money or gift to any PhilRice employee to secure this offer and to obtain an award.

Item No.	Quantity	Unit	Item and Description	Unit Price	Total Amount
	4	unit	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0		
	5	pc	FLASH DRIVE, 16GB capacity		
	2	unit	PRINTER, with scanner, photocopy and Print		
	2	bot	INK CART, EPSON 003 C13T664100 (T6641), Black		
	2	bot	INK CART, EPSON 003 C13T664200 (T6642), Cyan		
	2	bot	INK CART, EPSON 003 C13T664300 (T6643), Magenta		
	2	bot	INK CART, EPSON 003 C13T664400 (T6644), Yellow		
	5	cart	INK CART, HP CZ107AA, (HP678), Black		
	3	cart	INK CART, HP CZ108AA, (HP678), Tricolor		
	15	cart	INK CART, HP F6V26AA, (HP680), Tri-color		
	12	cart	INK CART, HP F6V27AA, (HP680), Black		
	3	cart	TONER CART, HP CE285A (HP85A), Black		
	5	cart	TONER CART, HP CF217A (HP17A) Black LaserJet		
	7	unit	UPS 650VA		
	2	pc	128GB memory card		
	6	pc	Ribbon for Epson LX300		
			nothing follows		

Delivery Period: ☐ 30 calendar days ☐ 15 calendar days ☐ 7 calendar days ☐ Others: _____

Place of Delivery: ☐ PhilRice Los Baños ☐ PhilRice Mindoro Satellite Station ☐ Others: _____

Price Validity: ☐ 120 calendar days ☐ 60 calendar days ☐ 30 calendar days ☐ Others: _____

Warranty: ☐ 1 year ☐ 3 months ☐ Others: _____

Payment Term: ☐ 30 calendar days ☐ 15 calendar days ☐ Others: _____

After having carefully read and accepted the Procurement Terms & Conditions, I/We quote you on the item at prices noted above.

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

Designation: _____

Company Name: _____

Business Address: _____

PhilGEPS Registration No.: _____

Telephone Number: _____

Email Address: _____