



Date: 08/05/2021

REQUEST FOR QUOTATION (RFQ)

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 not later than **August 24, 2021** at **11:00 AM/PM** to **chesternoveda@gmail.com** or send via fax or drop at PPMU box at Procurement Management Division (PMD) Office, Maligaya, Science City of Munoz, Nueva Ecija. For any clarification you may call/send through fax to **(044) 456-0650** or PPMU no. **09435623878/ 09150816864**

Chester D. Noveda
BUYER/CANVASSER

Roel R. Suralta
Division Head, CBC

INSTRUCTIONS:

1. Accomplish this RFQ correctly and accurately.
2. Please do not leave any blank items. Indicate "0" if item being offered is for free and "NO BID" if no offer.
3. Do not alter the contents of this form in any way.
4. All technical specifications are mandatory. Fill in the column designated for technical specifications of your offer, you may specify the brand and model if applicable. Use additional sheet if needed or attach brochure.
5. Failure to follow these instructions will disqualify your quotation.
6. NEW suppliers/bidders are required to submit a photocopy/e-copy of valid Mayor's Business Permit, BIR Registration 2303, DTI/SEC/CDA Registration (whichever is applicable), valid PhilGEPS Registration Number and valid PCAB License (if applicable) together with their quotations. Please disregard if you have submitted an updated copy/ies to PMD. This shall be subjected for validation.

Project Title: Supply and delivery of various toners & ink (consumables) for Golden Rice Project

Project No. Procurement Code 9a

Reference PR No.: 2021-08-1355, 2021-08-1353, 2021-08-1352, 2021-08-1351, 2021-07-1138

Approved Budget of the Contract: **₱ 327,266.00**

Item No.	Quantity	Unit	Item and Description	Offer	Unit Price	Total Amount
			Per Request			
1	5	Piece	Toner cartridge, HP CE285A			
2	37	Piece	Ink refill, Epson T6644, yellow			
3	37	Piece	Ink refill, Epson T6644, Cyan			
4	37	Piece	Ink refill, Epson T6644, Magenta			
5	10	Piece	Toner cartridge, HP CE285A			
6	4	Piece	Ink refill, Epson Black, 003 eco tank 65ml/pc			
7	2	Piece	Ink refill, Epson colored cyan, 003 eco tank 65ml/pc			
8	37	Piece	Ink refill, Epson Black, T6641			
9	2	Piece	Ink refill, Epson Black, 003			
10	2	Piece	Ink refill, Epson Yellow, 003			
11	2	Piece	Ink refill, Epson Magenta, 003			
12	2	Piece	Ink refill, Epson cyan, 003			
13	6	Piece	Toner cartridge, HP CE285A			
			*all inks and toner must be original and genuine And certificate of resellership must be attached upon submission of quote			
					TOTAL	

TERMS AND CONDITIONS

Delivery Period: 30 calendar day upon P.O and NTP conformance
Place of Delivery: Philippine Rice Research Institute-CES, Brgy. Maligaya, Science City of Munoz, Nueva Ecija
Warranty: 1 year (non-consumable supplies/Equipment) and 3 months (consumable supplies)
Payment Term: 30 calendar days after delivery

1. Price Quotations must be valid for a period of **45 calendar days** from the deadline of submission.
2. Price quotations shall include all taxes, duties and/or levies. Deductions of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).
3. Price Quotations exceeding the Approved Budget for the Contract shall be rejected.
4. Award of contract shall be made to the lowest quotations (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the
5. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PhilRice shall adopt
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered according to the requirements specified in the Conformed Purchase Order or Contract.





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8. 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
9. Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be imposed. PhilRice shall rescind the contract once the
10. The Bidder 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.
11. 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
12. Payment shall be made within (30) days after 100% completion of delivery subject to submission and/or completion of supporting documents, in accordance with

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: _____

LandBank Account number (Optional): _____

PRRI RFQ Rev 6 Effectivity Date: February 01, 2021

