



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

Mandatory to fill in

COMPANY NAME:	Quotation No. 23-05-215
CONTACT No.	Purchase Request No. G-2023-04-0250
Address:	Purpose: For University use
TIN No.	ABC: 799,450.00
PhilGEPS Registration No.	Please indicate days of delivery: _____ Calendar Days upon receipt of
EMAIL ADDRESS:	Purchase Order

INSTRUCTIONS TO SUPPLIERS:

1. Please **quote your lowest price** on the item/s listed below **comprising the necessary taxes**.
2. It is mandatory to **indicate the brand** and/**or model** of the items being offered and to **attach a brochure** thereof whenever applicable
3. Indicate the **warranty period** in cases of equipment or whenever applicable.
4. Forthwith submit the accomplished quotation **duly signed by your representative**.
5. Suppliers are required and mandated to attach and submit the following documentary requirements:
a) Valid Mayor's/ Business Permit; b) BIR Certificate of Registration; c) Authority to Print Receipt; d) PhilGEPS Membership Certificate; e) Omnibus Sworn Statement and f) Income/ Business Tax Return
6. All items must conform with the **internationally accepted standard** and **sub-standard items shall not be accepted**.

ITEM NO.	ITEM & SPECIFICATION	QTY/UNIT	UNIT PRICE	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	INK CART, HP 680 BLACK	4 cart	800.00			
2	INK CART, HP 680 MULTICOLOR	4 cart	800.00			
3	INK CANON 790 Black	18 bottle	750.00			
4	INK CANON 790 Cyan	32 bottle	750.00			
5	INK CANON 790 Magenta	30 bottle	750.00			
6	INK CANON 790 Yellow	30 bottle	750.00			
7	INK CART, EPSON L3110, Black (003)	171 bottle	300.00			
8	INK CART, EPSON L3110, Cyan (003)	138 bottle	300.00			
9	INK CART, EPSON L3110, Magenta (003)	139 bottle	300.00			
10	INK CART, EPSON L3110, Yellow (003)	135 bottle	300.00			
11	C13T05B200 Large INK Pack, Cyan - EPSON	1 pack	23,000.00			
12	C13T05B300 Large INK Pack, Magenta - EPSON	1 pack	23,000.00			
13	C13T05B400 Large INK Pack, Yellow - EPSON	1 pack	23,000.00			
14	C13T05B100 Large INK Pack, Black - EPSON	1 pack	23,000.00			
15	INK CART, EPSON T6731, Black	91 cart	600.00			
16	INK CART, EPSON T6731, Cyan	91 cart	600.00			
17	INK CART, EPSON T6731 Magenta	84 cart	600.00			
18	INK CART, EPSON T6731 Yellow	91 cart	600.00			
19	INK CART, EPSON L1800 T6735, L. Cyan	4 cart	600.00			
20	INK CART, EPSON L1800 T6736, L. Magenta	4 cart	600.00			
21	INK CART. EPSON L1455, 774 Black	15 cart	650.00			
22	TONER CART, HP LASER JET PRO M254NW, 202A black	5 cart	2,900.00			
23	TONER CART, HP LASER JET PRO M254NW, 202A cyan	5 cart	2,900.00			
24	TONER CART, HP LASER JET PRO M254NW, 202A yellow	6 cart	2,900.00			
25	TONER CART, HP LASER JET PRO M254NW, 202A magenta	6 cart	2,900.00			
26	Canon ix6770 CLI 751 BK	3 cart	800.00			
27	Canon ix6770 CLI 751 BK C	3 cart	800.00			
28	Canon ix6770 CLI 751 BK Y	3 cart	800.00			
29	Canon ix6770 CLI 751 BK M	3 cart	800.00			
30	Canon ix6770 CLI 750 BK extra Large	4 cart	850.00			
31	INK Canon Pixma G2000 GI-790 (Black)	1 bottle	800.00			
32	INK Canon Pixma G2000 GI-790 (Cyan)	1 bottle	800.00			
33	INK Canon Pixma G2000 GI-790 (Magenta)	1 bottle	800.00			
34	INK Canon Pixma G2000 GI-790 (Yellow)	13 bottle	800.00			
35	INK CART, HP CN692AA, (HP704), Tri-Color	29 cart	500.00			
36	INK CARTRIDGE, HP CN692AA(HP 704), black	29 cart	500.00			
37	Toner Cartridge, HP CF283A (HP83A) LaserJet Black	11 cart	3,000.00			
38	TONER CART, HP LASER 107A	8 cart	3,000.00			
39	RIBBON, EPSON LQ2190	22 cart	900.00			
40	HP GT53 BLK	2 bottle	400.00			
41	HP GT52 YELLOW	1 bottle	400.00			
42	HP GT52 CYAN	1 bottle	400.00			
43	HP GT52 MAGENTA	1 bottle	400.00			
44	INK CART, CANON PG-810, Black	7 cart	1,200.00			
45	Ink Cart, Canon CI-811, Colored	7 cart	1,300.00			
	BY ITEM					
	NOTE: Please attach brochure and indicate days of delivery					

Accomplished by:

By the authority of the University President.

Supplier's Representative
(Print name and Signature)

DR. DOLLY P. MAROMA
BAC Chairman

Date Accomplished : _____

Canvassed by:

Name and Signature