

Republic of the Philippines
City Government of Cagayan de Oro
BIDS AND AWARDS COMMITTEE (BAC) - GOODS
City Hall, Cagayan de Oro City

REQUEST FOR QUOTATION (SHOPPING 52.1)
Supply and Delivery of 2500 Computer ribbon refill & 5 other items; PR No. 22-0456 dated October 3, 2022

Date : **November 18, 2022**
Quotation No. : **2271-22**

Company Name

Address

Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions on this page and duly submit/return this Request for Quotation (RFQ) duly filled-out and signed by your representative not later than **2:00 PM November 25, 2022** in the return envelope attached herewith.

By Authority of the BAC:


ATTY. PERCY G. SALAZAR

BAC Chairperson

Terms and Conditions:

- DELIVERY PERIOD: WITHIN 7 CALENDAR DAYS.**
- WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS FOR SUPPLIES & MATERIALS; ONE (1) YEAR FOR EQUIPMENT/ELECTRONIC DEVICES/APPLIANCES FROM THE DATE OF ACCEPTANCE BY THE PROCURING ENTITY.**
- PRICE VALIDITY SHALL BE FOR A PERIOD OF NINETY (90) CALENDAR DAYS.**
- THE FOLLOWING SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION:**
 - PhilGeps REGISTRATION CERTIFICATE**
 - CURRENT AND VALID MAYOR'S/BUSINESS PERMIT**
 - BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED FOR EQUIPMENT/ELECTRONIC DEVICES/APPLIANCES**
 - OMNIBUS SWORN STATEMENT (DULY NOTARIZED), FOR APPROVED BUDGET FOR THE CONTRACT (ABC) ABOVE FIFTY THOUSAND PESOS (P50,000.00)**

| Item No. | ITEM & DESCRIPTION | BRAND & MODEL | QTY | UNIT | UNIT PRICE |
|----------|---|---------------|------|------|------------|
| 1 | COMPUTER RIBBON REFILL - Compatible with Epson FX-2175 & Epson LX-310 Dot Matrix printer. | | 2500 | pc | |
| 2 | T664 Ink - Black | | 200 | pc | |
| 3 | T664 Ink - Magenta | | 100 | pc | |
| 4 | T664 Ink - Blue | | 100 | pc | |
| 5 | T664 Ink - Yellow | | 100 | pc | |
| 6 | LX310 Cartridge - | | 20 | pc | |

PhilGeps Registration Number : _____

After having carefully read and accepted your Terms and Conditions. I/we quoted you on the item at prices quoted above.

Printed Name / Signature

Tel. No. / Cellphone No. / E-mail Address

Date