

REQUEST FOR QUOTATION
Procurement of Ink Supplies for CKMO Printers

P.R. No./Date Received: **2023-11-0243 / 20 November 2023**

RFQP No. / Date: **2023-12-0238 / 13 December 2023**

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described item listed below subject to the Terms and Conditions and within the **Approved Budget for the Contract**.


Required Documents/Information to be submitted as Attachments to the Quotation:

- Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- PhilGEPS Registration Number
- Omnibus Sworn Statement
- Signed Request for Quotation
- Signed Technical Specifications

This pro-forma quotation maybe submitted through **registered** or **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to procurement@phcc.gov.ph or (assigned PBAC Sec email ifuna@phcc.gov.ph on or before **19 December 2023, 5:00 PM** subject to the following *Terms and Conditions*:

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306) 5% R-VAT** and **(BIR 2307) 1% (PO) or 2% (JO) deductions**.
5. PCC PBAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. PCC reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed **Technical Specifications**.
- 10 Please note that the award of the procurement is on a **per lot basis**.

Very truly yours,


ROMMEL R. OJRA
Head, PBAC Secretariat

Item	Unit	QTY	ABC		Project Title	Unit Cost (Php)	Total Amount (Php)
			Unit Cost	Total		(To be filled out by the supplier)	
					PROCUREMENT OF INK SUPPLIES FOR THE CKMO PRINTERS		
1		13	₱ 555.00	₱ 7,215.00	Genuine HP Ink Advantage 680/682 Black		
2		13	₱ 555.00	₱ 7,215.00	Genuine HP Ink Advantage 680/682 Tri-Color		
3		12	₱ 2,500.00	₱ 30,000.00	Genuine HP 955XL Black		
4		5	₱ 2,045.00	₱ 10,225.00	Genuine HP 955XL Cyan		
5		5	₱ 2,045.00	₱ 10,225.00	Genuine HP 955XL Magenta		
6		5	₱ 2,045.00	₱ 10,225.00	Genuine HP 955XL Yellow		
Items must be on hand and Genuine.							
Total Lot ABC				₱ 75,105.00		TOTAL AMOUNT	
Delivery Instructions:					Within Fifteen (15) days upon receipt of PCC of the Signed Purchase Order from the supplier.		

(Please provide complete information below)

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____
 Designation/Position : _____
 Name of Company : _____
 Address : _____
 Telephone / Fax : _____
 E-mail Address : _____
 Company Tax Identification Number : _____

