




Civic Drive, Filinvest Corporate City, Alabang, Muntinlupa City

## REQUEST FOR QUOTATION

Date 3-Jun-2021  
 Quotation No. NP-SHPG(A)-2021-006-RFO7

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please quote your lowest price on the item/s listed below, subject to the Conditions. Kindly submit your quotation duly signed by you or your representative not later than **the Philgeps Closing Date and Time.**

  
**MA. ANGELES D. GUZMAN**  
 Chairperson, VC-Bids and Awards Committee

Name of Project: Procurement of ICT Devices and Equipment for RFO VII  
 Procurement Mode: NP-Shopping (Sec 52.1B)  
 Classification: Goods  
 Approved Budget for the Contract (ABC): PHP 200,599.00

ITEM DESCRIPTION/SPECIFICATION	UNIT	QTY.	COST PER ITEM	TOTAL PRICE OFFERED
<b>Procurement of One (1) Lot ICT Devices and Equipment for RFO VII</b>				
<b>20 units POWER BANK</b> 20000mAh	<b>LOT</b>	<b>1</b>		
<b>13 units PRINTERS</b> 3 in 1 (Print, Scan and Copy), Continuous Ink				
<b>1 unit SCANNER</b> For Legal size paper				
<b>Note:</b> Must be delivered to FDA-Cebu Office at no cost to them.				
**nothing follows**				
<b>TOTAL:</b>				

Delivery Period: \_\_\_\_\_  
 \*Warranty: \_\_\_\_\_  
 Price Validity: \_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We hereby submit the price quotation on the item/s noted above, within the stated delivery period and price validity.

\_\_\_\_\_  
 Printed Name over Signature

Canvassed By: \_\_\_\_\_  
 \_\_\_\_\_  
 Name of Canvasser & Position Title

Tel. No./ Cellphone No. \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Date: \_\_\_\_\_

Date Conducted: \_\_\_\_\_

DTN: **20210603101514**

**NOTE:**

1. ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY HANDWRITTEN. BIDDERS MAY SUBMIT QUOTATIONS PROVIDED THAT ABOVE MATRIX DETAILS ARE COMPLETELY PROVIDED AND SHALL BE SUBMITTED USING COMPANY LETTERHEAD;
2. **DELIVERY PERIOD WITHIN SIXTY (30) CALENDAR DAYS UPON RECEIPT OF PURCHASE ORDER;**
3. WARRANTY SHALL BE FOR A PERIOD OF **SIX (6) MONTHS FOR SUPPLIES & MATERIALS**, ONE (1) YEAR FOR EQUIPMENT, **FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY;**
4. **PRICE VALIDITY SHALL BE FOR A PERIOD OF ONE HUNDRED EIGHTY (180) CALENDAR DAYS;**
5. **PHILGEPS REGISTRATION AND MAYOR'S/BUSINESS PERMIT** SHALL BE ATTACHED UPON SUBMISSION OF THIS QUOTATION.
6. BIDDERS MAY SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED, IF APPLICABLE;
7. PLEASE QUOTE YOUR GOVERNMENT PRICE(S) INCLUDING VAT OR OTHER APPLICABLE TAXES AND OTHER INCIDENTAL EXPENSES FOR THE TERMS LISTED/ATTACHED;
8. PLEASE SUBMIT YOUR SEALED QUOTATION/S ADDRESSED DIRECTLY TO:

**MA. ANGELES D. GUZMAN**

FDA, VISAYAS CLUSTER - BIDS AND AWARDS COMMITTEE  
ATTENTION: **MS. JANET R. COYOCA AND MS. MA. SALOME R. LARGO**  
(EMAIL ADD: [jrcoyoca@fda.gov.ph](mailto:jrcoyoca@fda.gov.ph) and [mslargo@fda.gov.ph](mailto:mslargo@fda.gov.ph))  
**FDA - Visayas Cluster/RFO VII**  
One Central Hotel and Suites Corp. Leon Kilat St.,  
Cor. Sanciango St., Pahina Central 6000 Cebu City

**DEADLINE OF SUBMISSION OF QUOTATION/S WILL BE BASED ON THE CLOSING DATE AND TIME OF PHILGEPS;**

9. LATE BIDS SHALL NOT BE ACCEPTED;
10. FOR OTHER INQUIRIES/CONCERNS ABOUT THE ITEMS, PLEASE CONTACT **MS. JANET R. COYOCA and MS. MA. SALOME R. LARGO AT TELEPHONE NUMBERS (032) 262-0996 / 0933-8130031 / 0922-9216782** OR LETTER THROUGH EMAIL ADDRESS MENTIONED ABOVE;
11. THE FOOD AND DRUG ADMINISTRATION RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, DECLARE A FAILURE OF THE PROCUREMENT, OR NOT AWARD THE CONTRACT AT ANY TIME PRIOR TO CONTRACT AWARD IN ACCORDANCE WITH SECTION 41 OF RA 9184 AND ITS IRR, WITHOUT INCURRING ANY LIABILITY TO THE AFFECTED BIDDER OR BIDDERS.

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