

REQUEST FOR QUOTATION

Date: 26-Jul-2022
Quotation No. NP-SHPG(A)-2022-008-CTQAL

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 PhilGEPS Closing Date and Time.**


ENGR. MARY MAE L. JUNTILLA
Chairperson, BAC for Visayas Cluster

Name of Project: SUPPLY AND DELIVERY OF COMPUTER SUPPLIES AND CONSUMABLES FOR CEBU TESTING AND QUALITY ASSURANCE LABORATORY (CTQAL)

Procurement Mode: Shopping (Sec 52.1 B)

Classification: Goods

Approved Budget for the Contract (ABC): PHP 89,485.00

ITEM NO.	ITEM DESCRIPTION/SPECIFICATION	UNIT	QTY.	COST PER ITEM	TOTAL COST	COST PER ITEM OFFERED	TOTAL PRICE OFFERED
SUPPLY AND DELIVERY OF COMPUTER SUPPLIES AND CONSUMABLES							
1	Printer with Copier and Scanner	unit	5	12,500.00	62,500.00		
2	External Hard Drive, 2 TB	unit	3	4,200.00	12,600.00		
3	Ink for EPSON Printer, Black	pc	2	350.00	700.00		
4	Ink for EPSON Printer, Yellow	pc	2	340.00	680.00		
5	Ink for EPSON Printer, Cyan	pcs	2	350.00	700.00		
6	Ink for EPSON Printer, Magenta	pcs	2	350.00	700.00		
7	Ink for EPSON Printer 003, Black	pcs	3	325.00	975.00		
8	Ink for EPSON Printer 003, Yellow	pcs	3	350.00	1,050.00		
9	Ink for EPSON Printer 003, Cyan	pc	3	350.00	1,050.00		
10	Ink for EPSON Printer 003, Magenta	pc	3	350.00	1,050.00		
11	HP Deskjet Ink Advantage 2337 HP 682 Black	pc	5	680.00	3,400.00		
12	HP Deskjet Ink Advantage 2337 HP 682 Tricolor	pc	6	680.00	4,080.00		
Other Requirements:							
1. Delivery Period: Within 45 Calendar Days after receipt of Purchase Order (PO).		<i>Please write the word "comply" if capable of meeting the requirements.</i>					
2. All items must be delivered by the supplier on site (FDA Cebu Testing and Quality Assurance Laboratory) at no cost to the end user.							
3. Allow partial procurement or by line item.							
4. Items not procured are subject to re-procurement							
GRAND TOTAL (pls. specify)							

Delivery Period (shall be within 45 calendar days): _____
Warranty (three(3) months for expendable items, one(1) year for equipment): _____
Price Validity (shall be for a period of 60 calendar days): _____

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 & Signature

Tel. No./ Cellphone No.

E-mail Address:

Date:

Canvassed By:

DARLENE I. JANDAYAN/FDRO III

Name of Canvasser & Position Title

Date Conducted: _____

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 FORTY FIVE (45) CALENDAR DAYS** UPON THE RECEIPT OF PURCHASE ORDER;
3. WARRANTY SHALL BE FOR **A MINIMUM OF THREE (3) MONTHS, IN THE CASE OF EXPENDABLE SUPPLIES OR A MINIMUM PERIOD OF ONE (1) YEAR, IN THE CASE OF NON-EXPENDABLE SUPPLIES, AFTER ACCEPTANCE BY THE PROCURING ENTITY OF THE DELIVERED SUPPLIES.**
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF **SIXTY (60) CALENDAR DAYS**;
5. THE FOLLOWING DOCUMENTS ARE ALSO REQUIRED TO BE SUBMITTED ALONG WITH YOUR QUOTATION **ON THE SPECIFIED DEADLINE.**
 - a. **PHILGEPS REGISTRATION AND MAYOR'S PERMIT** (Only if expired in the Annex attached to the Platinum Membership registration). BIR Cert of Registration for individuals like an emcee, sculptor, etc. (This is in lieu of Mayor's Permit- Annex H, Appendix A). Professional License/Curriculum Vitae (For Consulting Services). Latest ITR for ABC above 500K per GPPB Reso 21-2017.
 - b. Omnibus Sworn Statement(GPPB-PRESCRIBED FORM). If unable to have the document notarized, you may submit a signed unnotarized Omnibus Sworn Statement, subject to compliance therewith within seven (7) calendar days upon the notification as the winning bidder.
 - c. Other: PE may require Performance or Warranty Security depending on the nature of the proc. Proj. (For INFRA Proj, PS is required).
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:

ENGR. MARY MAE L. JUNTILLA
Chairperson, BAC for Visayas Cluster
FDA-Visayas Cluster
One Central Hotel and Suites Corp., Leon Kilat St., Cor. Sanciango St., Pahina Central 6000 Cebu City

c/o **LORRAINE S. RIVERA**
Head Secretariat, FDA-VC BAC
or email at: lsrivera@fda.gov.ph
- DEADLINE OF SUBMISSION OF QUOTATION/S WILL BE BASED ON THE **PHILGEPS CLOSING DATE:**
9. LATE BIDS SHALL NOT BE ACCEPTED;
10. FOR OTHER INQUIRIES/CONCERNS ABOUT THE ITEMS, PLEASE CONTACT **MS. MA. CATHERINE D. PIQUERO** CELLPHONE NUMBER 09662482375 or email address:mcadapiton@fda.gov.ph
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.