



Date: April 22, 2022

REQUEST FOR QUOTATION NO.: 2022-04-016

Procurement Title : Procurement of One (1) lot Consumable Items not available at PS-DBM as part of the requirement for the 1st and 2nd Quarter of CY 2022 for the distribution to various CFO Offices.

PR No. : 2022-04-034
Approved Budget for the Contract: Php 866,300.00, VAT INCLUSIVE

Sir/Madam:

The Commission on Filipinos Overseas invites PhilGEPS registered suppliers to quote the latest market price of the item/s described/listed below. Quotations must be placed in **TWO (2) sealed envelopes**. The first envelope should contain the original documents while the second envelope (COPY 1) should contain copies of the documents. Please submit your sealed envelopes at the **2nd floor, Administrative and Finance Division, New Golden City Builders Building, 1388 F. Icasiano St. cor. F. Gernale St. Paco, Manila** on or before **April 28, 2022, 1:00 P.M.**

I. General Terms and Condition:

1. Quotations should be addressed to the CFO Bids and Awards Committee and must be placed in **two (2) sealed envelopes**. The first envelope should contain the original documents while the second envelope should contain copies of the documents;
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission;
3. Quotations should be inclusive of all cost and applicable taxes;
4. The following documents should be submitted along with the sealed quotation:
 - PhilGEPS Registration Number/Certificate
 - Mayor's/Business Permit;
 - BIR Form 2303 Certificate;
 - Income / Business Tax Returns; and
 - Notarized Omnibus Sworn Statement
5. Bidders must have a Land Bank account for payment purposes. Otherwise, bank fees shall be for the account of the winning bidder.



ANNEX "A"

Technical Specifications

Procurement of One (1) lot Consumable Items not available at PS-DBM as part of the Requirement for the 1st and 2nd Quarter of CY 2022 for the distribution to various Offices

COMPANY NAME : _____
ADDRESS : _____
PhilGEPS REGISTRATION No.: _____ VALID UNTIL: _____

ITEM DESCRIPTION			APPROVED BUDGET FOR THE CONTRACT (VAT INCLUSIVE)	QUOTATION/ OFFER AMOUNT (VAT INCLUSIVE)
Procurement of One (1) lot Consumable Items not available at PS-DBM as part of the requirement for the 1 st and 2 nd Quarter of CY 2022 for the distribution to various Offices.			Php 866,300.00	
		Items:	Quantity	
1	cart	Toner Cart. HP CF219A (HP19A), Original for LaserJet Imaging Drum	20	
2	cart	Toner Cart. HP CE285A (HP85A), Original Cartridge	80	
3	cart	Toner Cart. HP CF280A (HP80A), Original Cartridge	10	
4	cart	Toner Cart. HP CF276A (HP76A), Original for LaserJet Cartridge	24	
5	cart	Toner Cart. HP CF226A (HP26A), Original for LaserJet Cartridge	20	
6	cart	Toner Cart. HP W1107A (HP107A), Original for LaserJet Cartridge	20	
7	cart	Toner Cart. HP CF217A (HP17A), Original for LaserJet Cartridge	25	
8	cart	Toner Cart. HP CF400A, #201A Black Original Cartridge	5	
9	cart	Toner Cart. HP CF401A, #201A Cyan Original Cartridge	5	
10	cart	Toner Cart. HP CF402A, #201A Yellow Original Cartridge	5	
11	cart	Toner Cart. HP CF403A, #201A Magenta Original Cartridge	5	

After careful evaluation of the General Terms and Conditions, Technical Specifications, and Delivery Schedule, I/WE hereby accept and submit our quotation based on the items and prices above.





The CFO reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

Signature over printed name (Owner/Authorized Representative)

Telephone/Mobile No.: _____

Email Address: _____

Date : _____

For Further information, please refer to:

KEESHIA MAE L. ACEDERA

Procurement Officer

Email: bac.secretariat@cfo.gov.ph

Tel. No: [8552-4792](tel:8552-4792)



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