

REQUEST FOR QUOTATION/PROPOSAL

Bidder:

Address:

E-Mail Address:

Contact No.

Office/Section

PR no.

Quotation No.

TIN.no<sup>\*</sup> (indicate VAT or Non-Vat)

CO-VPRET Office  
Equipment/Supplies CHED DARE  
TO Project

CO2020-09-0240

Philgeps-2020-09-212

Please quote your lowest price on the item/s listed below,subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than in the return envelope attached herewith.

  
MIRASOL MACARANAS ROSANO  
Procurement Unit

- Note:** 1. ALL ENTRIES MUST BE COMPLETELY FILLED -UP& INDICATE THE NAME OF THE BRAND BEING
- 2.DELIVERY PERIOD WITHIN SEVEN OR FIFTEEN CALENDAR DAYS(MAXIMUM)
3. WARRANTY SHALL BE FOR A PERIOD OF THREE(3) MONTHS FOR NON-EXPENDABLE SUPPLIES,ONE(1)YEAR FOR NON EXPENDABLE SUPPLIES FROM DATE OF ACCEPTED BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY(30) CALENDAR DAYS
5. PhilGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATE OF THE PRODUCT BEING OFFERED.

No.	Qty	Unit of Measure	Description/Offer	Unit Price	Total Cost
1	2	unit	All-in-one printer (Epson L365)		
2	20	ream	Long bond paper		
3	20	ream	A4 bond paper		
4	10	box	Ballpen blue (10 pcs)		
5	10	box	Ballpen black (10 pcs)		
6	10	pack	BATTERY, dry cell, AA, 2 pieces per blister pack		
7	10	pack	BATTERY, dry cell, AAA, 2 pieces per blister pack		
8	4	piece	Heavy duty Scissor		
9	4	piece	Stapler		
10	10	piece	DATA FILE BOX, made of chipboard, with closed ends		
11	20	piece	MARKER, PERMANENT, bullet type, black		
12	20	piece	MARKER, white board, black, felt tip, bullet type		
13	50	piece	Expanding Folder (Long) - assorted color/Green		
14	10	bottlle	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)		
15	10	box	Face Mask		
16	5	box	pencil #2		
17	30	piece	Columnar book (3-18 columns)		
18	30	piece	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min		
19	50	piece	Expanding Envelope w/ garter - brown, long		
20	10	bottle	Epson Ink L365 black		
21	6	bottle	Epson Ink L365 cyan		
22	6	bottle	Epson Ink L365 magenta		
23	6	bottle	Epson Ink L365 yellow		
			*****nothing follows*****		

Delivery Period

Warranty

Price Validity

Printed Name/Signature

Tel.No./Cellphone No./e-mail address

Date