



UNIVERSITY OF THE PHILIPPINES BAGUIO

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 Telephone No. 074-442-3484
 Email Address: spmo.upbaguio@up.edu.ph

REQUEST FOR QUOTATION (RFQ)

PROCUREMENT PROJECT: Supply and Delivery of Ink Consumables for CHED Museum Training III
 Purchase request No.: 19586
 Approved Budget for the Contract: ₱ 465,000.00

Date: 02 June, 2023
 RFQ No.: 3102
 MOP: Shopping (b)

INSTRUCTIONS:

1. Accomplish this RFQ correctly and completely.
2. Bidder should attach a copy of the latest Business Permit and Philgeps Registration.
3. Warranty shall be 6 months for supplies and materials, 1 year for equipment from the date of acceptance of the Procuring Entity.
4. Submit your quotation at the Supply and Property Management Office, UP Baguio OR may email at spmo.upbaguio@up.edu.ph and cc: bac.upbaguio@up.edu.ph with RFQ No. **3102** as part of the subject NOT LATER THAN **5:00 PM** on **7 June, 2023**.
5. Price validity shall be for a period of 90 calendar days.
6. Bidders must indicate the Brand and Model Number offered when appropriate.
7. Failure to follow these instructions will disqualify your entire quotation.

Please quote your lowest government price (including VAT) on the item/s listed below, and state the time of which you can make delivery. The information stated below shall be the basis for the evaluation and calculation of your quotation.

MARY ANNE R. RIVERA
 MARY ANNE R. RIVERA
 Head, SPMO

ITEM NO.	GENERAL DESCRIPTION	Compliance with technical specifications (Pls. check)		UOM	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
		YES	NO						
1	Pigment ink for EPSON L6460, Pigment Black Ink Bottle 008 127 ml			pc	20	P 1,200.00	P 24,000.00		
2	Pigment ink for EPSON L6460, Pigment Cyan Ink Bottle 008 70 ml			pc	20	P 1,100.00	P 22,000.00		
3	Pigment ink for EPSON L6460, Pigment Magenta Ink Bottle 008 70 ml			pc	20	P 1,100.00	P 22,000.00		
4	Pigment ink for EPSON L6460, Pigment Yellow Ink Bottle 008 70 ml			pc	20	P 1,100.00	P 22,000.00		
5	Toner Cartridge for HP Color Laserjet M254dw -HP 202A (CF501A) Cyan Original Toner			pc	10	P 7,500.00	P 75,000.00		
6	Toner Cartridge for HP Color Laserjet M254dw -HP 202A (CF502A) Yellow Original Toner			pc	10	P 7,500.00	P 75,000.00		
7	Toner Cartridge for HP Color Laserjet M254dw -HP 202A (CF503A) Magenta Original Toner			pc	10	P 7,500.00	P 75,000.00		
8	Toner Cartridge for HP Color Laserjet M254dw -HP 202A (CF500A) Black Original Toner			pc	10	P 6,000.00	P 60,000.00		
9	Pigment ink for EPSON L6290, Pigment Black Ink Bottle 001 127 ml			pc	20	P 1,200.00	P 24,000.00		
10	Pigment ink for EPSON L6290, Pigment Cyan Ink Bottle 001 70 ml			pc	20	P 1,100.00	P 22,000.00		
11	Pigment ink for EPSON L6290, Pigment Magenta Ink Bottle 001 70 ml			pc	20	P 1,100.00	P 22,000.00		
12	Pigment ink for EPSON L6290, Pigment Yellow Ink Bottle 001 70 ml			pc	20	P 1,100.00	P 22,000.00		
Contract Award: Per line item Delivery Period: within 30 calendar days upon receipt of Purchase Order PLEASE INDICATE WARRANTY OFFERED FOR THE ITEM *** Nothing Follows ***							TOTAL: P 465,000.00		
TOTAL QUOTED AMOUNT IN WORDS:									

After having carefully read and accepted your General Conditions, I/We quote you on the Items at prices noted above.

Name of the Company: _____ Tel. No. : _____
 Address: _____ Fax No. : _____
 Name of Representative: _____ Email Address: _____
 Position: _____
 Signature: _____ Date: _____