

BIDS AND AWARDS COMMITTEE

Telefax No. (02) 925-2192

E-mail Address: npo.bacsecretariat@gmail.com

REQUEST FOR QUOTATION

Date: February 17, 2022

Code: NPO-BAC-QUOT-27-22

PR.No.: 22-02-0080, (SVP)

ABC: ₱630,060.00

Name of Company: _____

Address: _____

Business Permit No.: _____

TIN No.: _____

Contact Nos. [Landline/Cellphone Nos./Email Add]: _____

Please quote your best offer most beneficial to National Printing Office (NPO) for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your representative not later than **February 21, 2022 (3:00 PM)**.

Open quotations together with the complete documentary requirements may be submitted, manually at the NPO BAC or through email at the address indicated above.



ENGR. NEIL L. MACARAEG
Chairman

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for the whole lot.
3. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services), or best offer most beneficial to National Printing Office (NPO) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. Payment shall be made after the complete inspection and acceptance of delivery by NPO [end-user].
9. The item/s shall be delivered within ten (10) calendar days upon receipt of Purchase Order.
10. The NPO Inspectorate Group shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
11. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The NPO Inspectorate Group shall rescind the contract once the cumulative amount of the liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
12. Bidders shall also submit the following:
 - a. Valid PhilGEPS Registration Number (Certified True Xerox Copy);
 - b. Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Area (Certified True Xerox Copy).
 - c. Registration certificate from Securities and Exchange (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperative or its equivalent document (Certified True Xerox Copy).
 - d. Notarized original duly signed Omnibus Sworn Statement (OSS) with attached Secretary's Certificate or Special Power of Attorney whichever is applicable and if warranted;
 - e. Certificate of Stocks Availability of the Required Items (Duly Notarized).
 - f. Latest Income/Business Tax Returns (Certified True Xerox Copy)
 - g. Tax Clearance per E.O No. 398 s.2005, as fully reviewed and approved by the BIR (Certified True Xerox Copy)
 - h. Once bid was determined to be responsive, the supplier shall submit sample of the item/s required for compatibility test; and
13. Failure to submit any of the required documents shall be a ground for outright disqualification.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s, as follows:

ITEM DESCRIPTION	Quantity (QTY)	Approved Budget for the Contract (ABC)	OFFER					
			PRICE			Compliance with Technical Specifications		REMAR KS
			QTY	Unit Price	Total Price	Yes	No	
Various Consumables Ink <ul style="list-style-type: none"> • 12 pcs. – Canon Pixma iX6770 Pigment, Canon PGI – 750 Black • 12 pcs. – Canon Pixma iX6770, Canon CLI – 751 Cyan • 12 pcs. – Canon Pixma iX6770, Canon CLI – 751 Magenta • 12 pcs. – Canon Pixma iX6770, Canon CLI – 751 Yellow • 50 bottles – Canon Pixma G1020 Pigment Ink, Canon GI – 71 Black • 40 bottles – Canon Pixma G1020 Pigment 	1 Lot	₱9,600.00 ₱9,000.00 ₱9,000.00 ₱9,000.00 ₱28,000.00 ₱18,400.00				[]	[]	

Ink, Canon GI – 71 Cyan							
• 40 bottles – Canon Pixma G1020 Pigment Ink, Canon GI – 71 Magenta		₱18,400.00					
• 40 bottles – Canon Pixma G1020 Pigment Ink, Canon GI – 71 Yellow		₱18,400.00					
• 150 bottles – Epson T6641, Black Ink		₱42,000.00					
• 10 bottles – Epson T6731, Black Ink		₱5,500.00					
• 10 bottles – Epson T6732, Cyan Ink		₱5,500.00					
• 10 bottles – Epson T6733, Magenta		₱5,500.00					
• 10 bottles – T6734, Yellow Ink		₱5,000.00					
• 10 bottles – Epson T6735, Light Cyan Ink		₱5,000.00					
• 10 bottles – Epson T6736, Light Magenta Ink		₱5,000.00					
• 4 packs – Epson T9731, Black Ink		₱32,000.00					
• 2 packs – Epson T9732, Cyan Ink		₱16,000.00					
• 2 packs – Epson T9733, Magenta Ink		₱16,000.00					
• 2 packs – Epson T9734, Yellow Ink		₱16,000.00					

<ul style="list-style-type: none"> • 70 bottles – Epson L3110, L3150 printer Black Ink 		₱28,000.00						
<ul style="list-style-type: none"> • 35 bottles – Epson L3110, L3150 Printer Cyan Ink 		₱14,000.00						
<ul style="list-style-type: none"> • 35 bottles – Epson L3110, L3150 Printer Magenta Ink 		₱14,000.00						
<ul style="list-style-type: none"> • 35 bottles – Epson L3110, L3150 Printer Yellow 		₱14,000.00						
<ul style="list-style-type: none"> • 5 pcs. – Epson LX – 310 Ribbon Cartridge 		₱2,250.00						
<ul style="list-style-type: none"> • 9 bottles – Epson 008 – C13T06G100, Black Ink 		₱7,740.00						
<ul style="list-style-type: none"> • 6 bottles – Epson 008 – C13T06G200, cyan Ink 		₱4,140.00						
<ul style="list-style-type: none"> • 6 bottles – Epson 008 – C13T06G300, Magenta Ink 		₱4,140.00						
<ul style="list-style-type: none"> • 6 bottles – Epson 008 – C13T06G400, Yellow Ink 		₱4,140.00						
<ul style="list-style-type: none"> • 3 pcs. – HP 12A Black Toner Cartridge, For HP LaserJet 1020 		₱13,650.00						

<ul style="list-style-type: none"> • 50 pcs. – HP 56X Black Toner Cartridge 		₱175,000.00						
<ul style="list-style-type: none"> • 2 pcs. – HP 81A Black Toner Cartridge, For HP LaserJet M606 		₱15,200.00						
<ul style="list-style-type: none"> • 12 pcs. – HP 680, Black Ink 		₱6,000.00						
<ul style="list-style-type: none"> • 12 pcs. – HP 680, Colored Ink 		₱6,000.00						
<ul style="list-style-type: none"> • 10 pcs. – HP 17A Black Toner Cartridge, For HP LaserJet Pro M120a 		₱34,500.00						
<ul style="list-style-type: none"> • 2 pcs. – HP 711 Black Ink Cartridge, For HP DesignJet T120 		₱3,800.00						
<ul style="list-style-type: none"> • 2 pcs. – HP 711 Cyan Ink Cartridge, For HP DesignJet T120 		₱3,400.00						
<ul style="list-style-type: none"> • 2 pcs. – HP 711 Magenta Ink Cartridge, For HP DesignJet T120 		₱3,400.00						
<ul style="list-style-type: none"> • 2 pcs. – HP 711 Yellow Ink Cartridge, For HP DesignJet T120 		₱3,400.00						
		₱630,060.00						

Signature over Printed Name

Position in the Company