

Republic of the Philippines

City Government of Muntinlupa

National Road Putatan Muntinlupa City

BIDS and AWARDS COMMITTEE

www.muntinlupacity.gov.ph

REQUEST FOR QUOTATION

Date: 01/10/2023 Quotation No:2022-0385

Company	Name:				
Business I	Permit No.:				
TIN:					
PhilGEPS	Registration No	o.(required):			
Office, which	h will be undertak ease quote you	en in accordance with Section 52.1.b o ur best offer for the item/s desc	f the 2016 Revi cribed hereir	sed Impleme , subject	o procure Various Supplies for Use of Accounting enting Rules and Regulations of Republic Act to the Terms and Conditions provided. along with your quotation/proposal:
				T	PS Registration (Certified True Copy)
		s Permit: (Certified True Copy)			ate of Registration (Certified True Copy)
		d Notarized Omnibus Sworn Sta	atement	4.Certine	ate of Registration (Certified True Cop
(Original)					
checking	Quotations/F & validation.	Proposals must be submitted t	to the BAC (Office of t	the City Government of Muntinlupa for
INSTRUCTION (2) Do not all (3) technical	& validation. For any clarifus: NS: Her the contents of the specifications with a	fication, you may contact Bids & his in any way. sterisks(*) are mandatory. Failure to comp	Awards Co	mmittee	at telephone no.(02)8861-1127
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100	reams	Paper, copier, short 8.5x11", sub.20				
20	reams	Paper, copier, legal 8.5x14°, sub.20				
	Summary	of Approved Budget		OFFE	RED QUOTATION	
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
10	boxes	Toner, HP107A				
15	boxes	Toner, HP17A				
30	baxes	Toner, HP85A				
3	boxes	Toner, Kyocers TK6113				
100	reams	Paper, copier, long 8.5x13°, sub.20				
100	reams	Paper, copier, short 8.5x11", sub.20				
20	reams	Paper, copier, legal 8.5x14°, sub.20				
			+-			
			392,	842.00	Total Offered quotation (in Php)	Php

TERMS AND CONDITIONS:

- 1. Bidders shall provide correct and accurate information required in this form.
- Bidders must quote for all or all the items.
- 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) which complies with the minimum technical specifications and other terms and conditions stated herein.
- 7. Any interlineations, erasures overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- 8. The Item/s shall be delivered according to the requirements specified in the Technical Specifications.
- 9. The GSO shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

Signature over Printed Name
Position/Designation
Office Telephone No.
Mobile Phone No./Fax No.
Email address/es