

REQUEST FOR QUOTATION

Purchase of Various Office and IT Supplies

P.R. No./Date Received: 201902-0053 / 20 February 2019

RFQ No. / Date: 201902-0036 / 21 February 2019

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers to quote the best offer for the described item below subject to the Terms and Conditions and within the Approved Budget for the Contract.

Required Documents/Information to be submitted as Attachments to the Quotation:

- Mayor's/Business Permit
- PhilGEPS Registration Number

This pro-forma quotation may be submitted through **registered** or **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to procurement@phcc.gov.ph or snppitalano@phcc.gov.ph on or before **01 March 2019, 12:00 NN** subject to the following *Terms and Conditions*:

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2303)** 5% R-VAT and **(BIR 2307)** 1% (PO) or 2% (JO) deductions.
5. PCC PBAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. PCC reserves the right to reject any and all bids, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots of toss coin.

Very truly yours,


JASON Q. DE LA TORRE
PBAC Head Secretariat and Chief Administrative Officer, AO-GSD

Item No.	QTY	ABC	Technical Specifications	Brand/Model	Unit Price	Total Amount
				(To be filled-up by the supplier)		
1	65 pcs	₱ 10,725.00	Archfile Horizontal (15"x9.5x3") Red or Black			
2	12 boxes	₱ 14,400.00	Continuous Form, 4 ply 70GSM - multicolor, carbonless			
3	6 boxes	₱ 5,700.00	Continuous Form, 3 ply 70-80GSM, carbonless			
4	2 pcs	₱ 2,000.00	3-Layer Document Tray, Acrylic (Black)			
5	6 pcs	₱ 3,900.00	Table Desk Organizer (black)			
6	3 pcs	₱ 2,100.00	Wireless mouse			
7	3 pcs	₱ 1,200.00	Wired USB Number Pad			
8	2 pcs	₱ 2,400.00	Ribbon, EPSON LQ-2190			
9	4 pcs	₱ 3,000.00	Ink EPSON L1455, Black			
10	5 pcs	₱ 7,500.00	Powerbank, 20000MAH			
11						
Delivery Instructions:			<i>To be delivered within 15 Calendar Days (CDs) upon receipt of Purchase Order / Payment (whichever is applicable).</i>			

(Please provide **complete** information below)

We undertake, if our quotation is accepted, to supply/deliver the goods in accordance with the technical specifications and delivery instructions.

We agree to abide by this Quotation for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase Order or a Contract is prepared and executed, this Quotation shall be binding upon us. We understand that you are not bound to accept the lowest or any Quotation you may receive.

Signature over Printed Name : _____

Designation/Position : _____

Name of Company : _____

Address : _____

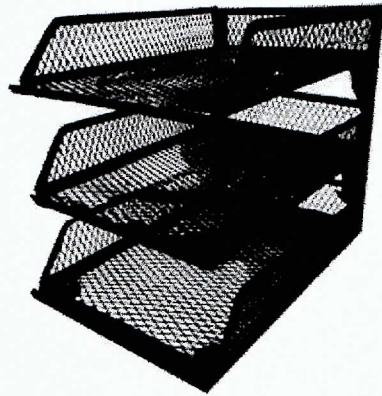
Telephone / Fax : _____

E-mail Address: _____

Company Tax Identification Number : _____



ARCHFILE HORIZONTAL



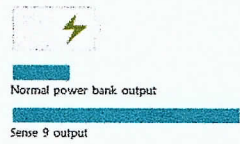
3 LAYER TRAY DUCUMENT



WIRED USB NUMPAD



Super Fast Charging Speed
Sense 9 is triple as fast as normal charging.
High-efficiency power bank.



POWERBANK 25000MAH



TABLE/DESK ORGANIZER