



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 7873310  
**Procuring Entity** PHILIPPINE RECLAMATION AUTHORITY  
**Title** Eight (8) SAMSUNG MLT 303E (FOR SAMSUNG PROEXPRESS M4580FX) Toner Cartridges  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	21-07-0599	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	<b>Associated Components</b>	2
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	2
<b>Category:</b>	Printing Supplies		
<b>Approved Budget for the Contract:</b>	PHP 104,000.00	<b>Document Request List</b>	10
<b>Delivery Period:</b>	15 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	27/07/2021
<b>Contact Person:</b>	Angela Rodrigo Project Management Officer B 7th Flr., Legaspi Tower 200, 107 Paseo de Roxas, Legaspi Village Makati City Metro Manila Philippines 1226 63-2-84595000 Ext.7203  bac@pea.gov.ph	<b>Last Updated / Time</b>	03/08/2021 08:02 AM
		<b>Closing Date / Time</b>	05/08/2021 17:00 PM

#### Description

Qty. UNIT DESCRIPTION

8 cart. SAMSUNG MLT 303E (FOR SAMSUNG PROEXPRESS M4580FX) Toner Cartridges, Black

Certification from hardware manufacturer or authorized representative that the supplier is an authorized Philippine reseller.

Delivery period: 15 calendar days

Approved Budget for the Contract: Php 104,000.00 ONLY

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**DOCUMENTARY REQUIREMENTS (COMPLY ALL):**

1. Accomplished Quotation Form (SEE ATTACHED)
2. PhilGEPS Registration Number
3. Valid Business/ Mayor's Permit[1,2]

Please use PDF (preferred) or IMAGE file extension for email submission.

PLEASE FILL UP THE ATTACHED FORMS and submit the same with the complete requirements indicated in the said form. You can send it to PRA Office or thru email (bac@pea.gov.ph) for the attention of BAC Secretariat. ONLINE SUBMISSION IS PREFERRED. Kindly check our website at <http://www.pea.go.ph> for announcement of office hours during the community quarantine.

Quotation must be submitted on or before the quotation closing date as shown above. QUOTATION RECEIVED WITH INCOMPLETE REQUIREMENTS AND THOSE RECEIVED AFTER THE CLOSING DATE WILL NOT BE ACCEPTED.

You may write your queries and concerns to bac@pea.gov.ph.

**Note:**

[1]Valid PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.

[2]Expired Business/ Mayor's Permit with Official Receipt of renewal application may be submitted, subject to submission of current and valid Business/ Mayor's Permit after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Toner Cartridges for SAMSUNG PROEXPRESS M4580FX	SAMSUNG MLT 303E Toner Cartridges, Black	8	Cartridge	104,000.00

**Other Information**

Please visit [www.pea.gov.ph](http://www.pea.gov.ph) or message bac@pea.gov.ph if you can't download the Associated Components.

**Remarks**

Closing date moved to August 05, 2021 from July 30, 2021.

**Created by** Angela Rodrigo

**Date Created** 26/07/2021

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



# Philippine Reclamation Authority (PRA)

7th. Floor, Legaspi Towers 200, 107 Paseo de Roxas, Makati City  
Tel. No. 459-5000 loc. 7203

## QUOTATION FORM

\_\_\_\_\_ Date

SUPPLIER: \_\_\_\_\_

PhilGEPS Registry No. \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TEL. NO.: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

TIN. NO.: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

### INSTRUCTIONS:

1. Fill in all the blanks and place checkmarks on applicable boxes.
2. Quote your lowest net government price(s), taxes included, F. O. B. destination, for the item(s)/service(s) listed hereunder, indicating the shortest time of delivery and furnishing this Office with descriptive brochures, catalogues (if available), and/or samples (if required).
3. Indicate the brand name of the offered item/s and delivery charges (if applicable).
4. In case you are the **EXCLUSIVE MANUFACTURER, DISTRIBUTOR OR AGENT IN THE PHILIPPINES**, attach appropriate documents to the said effect.
5. E-mail duly accomplished form to bac@pea.gov.ph or submit said form to PRA Office (BAC Secretariat). **ONLINE SUBMISSION IS PREFERRED.**

No.	Qty.	UNIT	DESCRIPTION	BRAND NAME	UNIT PRICE *	TOTAL AMOUNT *
1.	8	cart.	SAMSUNG MLT 303E (FOR SAMSUNG PROEXPRESS M4580FX) Toner Cartridges, Black	Samsung		
			Certification from hardware manufacturer or authorized representative that the supplier is an authorized Philippine reseller.			
			Delivery period: <b>15 calendar days</b>			
			Approved Budget for the Contract: <b>Php 104,000.00 ONLY</b>			
			-- Nothing Follows --			

\* Note: Amount shall be inclusive of taxes and delivery charges (if applicable).

### Terms and Conditions (FILL-OUT AND COMPLY REQUIREMENTS):

1. Payment shall be in the form of **Company Check** and price validity shall be **30 calendar days**.
2. Availability of item/s:  Delivery  Pick-up within \_\_\_\_\_ calendar days (c.d.) upon receipt of Purchase Order (P.O.).
3. Warranty period:  Not Applicable  Applicable warranty period shall be \_\_\_\_\_.
4. Indicate if quotation is:  VAT inclusive  Non-VAT (**attach certification**).
5. **Supplier/s must submit a copy of the following documents per 2016 Revised IRR of R.A. 9184:**
  - i. Valid PhilGEPS Registration Number
  - ii. Mayor's/Business Permit<sup>1,2</sup>.
6. Suppliers must download the attached document of a bid before the closing date to be included in the Document Request List (DRL). Suppliers must be registered in PhilGEPS.
7. By submitting this quotation, supplier is authorizing PRA to deduct the following from the total amount as payment for taxes:

	VAT Taxpayer	Non-VAT Taxpayer
Expanded Withholding TAX	2%	2%
Gross Money Payment	5%	3%
<b>TOTAL</b>	<b>7%</b>	<b>5%</b>

### QUOTED BY:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Position

<sup>1</sup> Valid PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration No.

<sup>2</sup> Expired Business/ Mayor's Permit with Official Receipt of renewal application may be submitted, subject to submission of current and valid Business/ Mayor's Permit after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).