



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8107570
Procuring Entity PHILIPPINE RECLAMATION AUTHORITY
Title HP INK AND TONER CARTRIDGES
Area of Delivery Metro Manila

Solicitation Number:	21-07-0597	Status	Active
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	Associated Components	2
Classification:	Goods	Bid Supplements	0
Category:	Printing Supplies		
Approved Budget for the Contract:	PHP 160,000.00	Document Request List	2
Delivery Period:	15 Day/s		
Client Agency:		Date Published	22/10/2021
Contact Person:	Angela Rodrigo BAC Secretariat Member 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	Last Updated / Time	22/10/2021 00:00 AM
		Closing Date / Time	25/10/2021 17:00 PM

Description

No. Qty. UNIT DESCRIPTION BRAND NAME
 1. 15 cart. HP 932/932XL (For HP Officejet 7612) Ink Cartridge, Black Hewlett-Packard (HP)
 2. 10 cart. HP 933/933XL (For HP Officejet 7612) Ink Cartridge, Cyan HP
 3. 10 cart. HP 933/933XL (For HP Officejet 7612) Ink Cartridge, Magenta HP
 4. 10 cart. HP 933/933XL (For HP Officejet 7612) Ink Cartridge, Yellow HP
 5. 10 cart. HP CE310A Toner Cartridge, Black HP

Delivery period: 15 calendar days

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

Approved Budget for the Contract: Php 160,000.00 ONLY

DOCUMENTARY REQUIREMENTS (COMPLY ALL):

1. Accomplished Quotation Form and Specifications 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.

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	HP INK AND TONER CARTRIDGES	HP Officejet 7612 and CE310A; See Quotation Form	1	Lot	160,000.00

Other Information

Please visit <https://www.pea.gov.ph/archives/philgeps-postings/2021-philgeps-postings> or message bac@pea.gov.ph if you can't download the Associated Components/Documents.

Created by Angela Rodrigo

Date Created 21/10/2021

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.	15	cart.	HP 932/932XL (For HP Officejet 7612) Ink Cartridge, Black	Hewlett-Packard (HP)		
2.	10	cart.	HP 933/933XL (For HP Officejet 7612) Ink Cartridge, Cyan	HP		
3.	10	cart.	HP 933/933XL (For HP Officejet 7612) Ink Cartridge, Magenta	HP		
4.	10	cart.	HP 933/933XL (For HP Officejet 7612) Ink Cartridge, Yellow	HP		
5.	10	cart.	HP CE310A Toner Cartridge, Black	HP		
			Delivery period: 15 calendar days			
			Certification from hardware manufacturer or authorized representative that the supplier is an authorized Philippine reseller.			
			Approved Budget for the Contract: Php 160,000.00 ONLY			

* 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^{1,2}.
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%
TOTAL	7%	5%

QUOTED BY:

Signature

Printed Name

Position

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

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).