



**REQUEST FOR QUOTATION**

Date : May 31, 2019

**Sir/Madam:**

Please give your quotation at Government prices on the following articles/materials urgently needed to be purchased by this hospital.

Item#	QTY.	UNIT	DESCRIPTION OF ARTICLES	Unit Cost	Total A.B.C
1	80	Toner	Toner for Printer, Leasing of Laserjet Multifunction Printers with 1800 Pages Yield	2,000.00	160,000.00
2	4	Toner	Toner for Printer, Leasing of Laserjet Monochrome Printers with 30000 Pages Yield	10,000.00	40,000.00
			<b>Requarements: (3sets)</b>		
			1. Philgeps Platinum Cert.		
			2. SEC/DTI Registration		
			3. Omnibus Sworn Statement		
			4. Tax Clearance		
			5. Mayor's Permit		
			<b>Deadline for Submission of Bids</b>		
			June 10, 2019 @ 10:00 am		
			Venue: BAC Office (PAV. 5)		
			3sets in sealed envelope.		
			<b>VAT Inclusive :</b>		

**Important:**

- 1 This is an emergency purchase and all items/materials listed must be delivered within seven (7) working days after the receipt of the approved PURCHASE ORDER.
- 2 A winning dealer who fails to make delivery of the items being purchased within specified date, whether in whole or in part, SHALL BE CONSIDERED A DEFAULTING BIDDER and shall therefore be subject to OPEN MARKET of the items/materials NOT DELIVERED and the DIFFERENCE IN PRICE to be charged against said defaulting bidder.
- 3 The Government reserves the right to reject any or all bids or quotations, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the canvass.

**Name of Company** \_\_\_\_\_

**Adress:** \_\_\_\_\_

**Telephone #** \_\_\_\_\_

**Authorized Representative:** \_\_\_\_\_

Note: Kindly Fax the Quotation at 711-6973

FM-HOPSS-PROC-004  
Date Effective : October 26, 2018

**DOMINICK M. DIAZ, MGM**  
Supervising Administrative Officer  
Head, Procurement Department

**Mhelet S. Beñales**  
Canvasser