

## Request for Quotation

Date : 8/5/2022  
 Quotation No. 2022-08-11

\_\_\_\_\_  
 Company Name

\_\_\_\_\_  
 Address

Please quote your lowest price on the item/s listed below, subject to the General Condition on the last page, stating the shortest time in the return envelope attached herein.

  
**CECILIA L. CHAVO-SAYCON**  
 Chief, Finance & Admin Division  
 Procuring Officer

**NOTE: ALL ENTRIES MUST BE TYPEWRITTEN**  
**DELIVERY PERIOD WITHIN** \_\_\_\_\_  
**WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM**  
**DATE OF ACCEPTANCE BY THE PROCURING ENTITY** \_\_\_\_\_ **CALENDAR DAYS**  
**PRICE VALIDITY SHALL BE FOR A PERIOD OF** \_\_\_\_\_  
**G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACH UPON SUBMISSION OF THE QUOTATION**  
**BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED**

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT COST	TOTAL COST
	DVD	pc	4		
	External Hard Drive (1TB)	pc	1		
	External HDD, SSD, (4 TB)	pc	2		
	Flashdrive (Double-ended, 64 GB, Type-C)	pc	3		
	Ink (Brother BT5000C, Cyan)	pc	7		
	Ink (Brother BT5000M, Magenta)	pc	7		
	Ink (Brother BT5000Y, Yellow)	pc	7		
	Ink (Brother BTD60BK, Black)	pc	14		
	Ink (Brother LC 565XL, Cyan)	pc	1		
	Ink (Brother LC 565XL, Magenta)	pc	1		
	Ink (Brother LC 565XL, Yellow)	pc	1		
	Ink (Brother LC 569XL, Black)	pc	2		
	Ink (Cannon #810)	pc	36		
	Ink (Cannon #811)	pc	6		
	Ink (Epson 003, 65ml, Black)	bottles	63		
	Ink (Epson 003, 65ml, Cyan)	bottles	24		
	Ink (Epson 003, 65ml, Magenta)	bottles	24		
	Ink (Epson 003, 65ml, Yellow)	bottles	24		
	Ink (Epson T6641, 70ml, Black)	bottles	58		
	Ink (Epson T6642, 70ml, Cyan)	bottles	11		
	Ink (Epson T6643, 70ml, Magenta)	bottles	11		
	Ink (Epson T6644, 70ml, Yellow)	bottles	11		
	Ink (Canon GI-790, Black)	bottles	12		
	Ink (Canon GI-790, Cyan)	bottles	6		
	Ink (Canon GI-790, Magenta)	bottles	6		
	Ink (Canon GI-790, Yellow)	bottles	6		
	Micro SD Card, (256 GB)	pc	2		
	Personal Computer (Intel Core i7 6th Gen, 8GB DDR4 RAM)	unit	2		
	Printer w/ Scanner	pc	3		
	Powerbank (20,000mah)	pc	4		
	Portable External CD/DVD ROM	pc	1		
	USB (32GB)	pc	6		
	USB (16 GB)	pc	10		
	USB Extension	pc	3		
	Webcam	pc	2		
	Wireless Presenter (Logitech)	pc	10		
	Wifi Dongle	pc	2		
	<b>APPROVED BUDGET FOR THE CONTRACT</b> <b>Php 460,000.00</b>		<b>TOTAL:</b>		

Brand and Model : \_\_\_\_\_  
 Delivery Period : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

\_\_\_\_\_  
 Printed Name / Signature

\_\_\_\_\_  
 Tel. No. / Cellphone No.

\_\_\_\_\_  
 e-mail address