

Republic of the Philippines
 City of Manila
 CITY GENERAL SERVICES OFFICE
REQUEST FOR PRICE QUOTATION
 (Small Value Procurement)

Date: March 16, 2018
 Quotation No.2018-03-140

Company Name: _____
 Address: _____

Please quote your lowest price on the item/s listed below and submit your quotation together with the requirements stated hereunder to this office located at Room 442, Manila City Hall Building, Arroceros Street, Manila during office hours within seven (7) calendar days from receipt hereof, subject to the following terms and conditions, to wit:

1. Delivery period shall be within fifteen (15) calendar days upon receipt of Notice to Proceed.
2. Warranty shall be for a period of three (3) months for supplies and materials, One (1) year for equipment from date of acceptance by the end-user
3. Price validity shall be for a maximum period of 120 calendar days.
4. Subject to the submission of the following documents:
 - a. DTI Certificate of Registration
 - b. Mayor's/ Business Permit
 - c. PHILGEPS Registration Number
 - d. Income/Business Tax Return
 - e. Omnibus Sworn Statement

Canvassed By:

CLARK BENZON L. CASUCO
 Acting Supply Officer I

FRANCIS F. YENKO
 Officer-In-Charge

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL PRICE
			Office: Ospital ng Tondo	PR No. 150		
			Charge to: Other Supplies and Materials Expenses	OBR No. 100-1802-00758		
			ABC: Php369,720			
1	24	pcs.	Ink, digital, black, riso/duplicator	Php 1,000.00	Php _____	Php _____
2	8	roll	Master roll, riso/duplicator	Php 4,200.00	Php _____	Php _____
3	8	boxes	Ribbon, carbon for Compact 5 DM	Php 660.00	Php _____	Php _____
4	15	pcs.	Toner Cartridge for Samsung Printer ML 2240, T108	Php 3,920.00	Php _____	Php _____
5	20	pcs.	Toner Cartridge, fuji xerox	Php 4,500.00	Php _____	Php _____
6	4	pcs.	Toner Cartridge, drum, fuji xerox	Php 18,000.00	Php _____	Php _____
7	8	pcs.	Ribbon for Fujitsu DL 3800 Printer	Php 630.00	Php _____	Php _____
8	18	pcs.	Toner Cartridge for HP Laser jet 1102, HP 854	Php 4,500.00	Php _____	Php _____
			x-x-x-x-x-x-x-x			
			Per Lot Basis Total.....	Php _____		

After having carefully read and accepted your terms and conditions, I/We hereby quote on the items/s at prices listed above

 Printed Name/Signature

 Tel. No/Cellphone No.
 e-mail address

 Date