



Project Number: **2022-016-043 to 059**  
Project Title: **Supply and Delivery of Consolidated IT Supplies and Accessories for First Quarter**  
Location: **General Service Office**

Date: **February 1, 2022**  
Quotation No.: **RFQ-2022-004**  
PhilGeps Ref: No.

**REQUEST FOR QUOTATION**

Supplier: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Number: \_\_\_\_\_  
TIN Number \_\_\_\_\_

Please quote your lowest price on the items/ listed below, subject to the General conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **February 4, 2022** in the return envelope attached herewith.

(SGD)  
**MANULITO S. RODRIGUEZ**  
MCR/BAC Chairman

Note:

- 1 All entries must be type written.
- 2 Delivery period is within **Thirty (30) calendar days**
- 3 Warranty shall be for the period of six months (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by the procuring entity.
- 4 Price validity shall be for the period of thirty (30) calendar days.
- 5 G-eps registration certificate shall be attached upon submission of the quotation.
- 6 Suppliers shall submit original brochures showing certifications of the product being offered.

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	charger for AA and AAA	1	pcs		
2	Brother TN 2280 (toner) (DCP-7065DN)	1	pc		
3	Epson ink,001 black	5	btls		
4	Epson ink,001 magenta	11	btls		
5	Epson ink 001, cyan	11	btls		
6	Epson Ink 001, yellow	11	btls		
7	Epson ink 003, black	26	btls		
8	Epson ink 003, cyan	7	btls		
9	Epson ink 003, magenta	6	btls		
10	Epson ink 003, yellow	7	btls		
11	Epson ink 003, B,Y,C,M)	4	set		
12	Epson Ink 664, black	21	btls		
13	Epson Ink 664, cyan	4	btls		
14	Epson Ink 664, magenta	3	btls		
15	Epson Ink 664, yellow	6	btls		
16	Epson Ink 664, (B,Y,C,M)	1	set		
17	External Drive 1tb	3	unit		
18	HDMI cable 3	1	m		
19	Keyboard w/ mouse	1	set		
20	Keyboard	1	pcs		
21	Mouse (small)	2	pc		
22	Mouse, usb wired,ordinary	4	pcs		
23	Mouse pad (good quality)	3	pcs		
24	Mouse pad (plain)	5	pcs		
25	USB 8gb	2	unit		
26	USB, 16 GB, any color, w/ cover	3	pcs		
27	USB, 32 GB, any color, wd cover	1	pc		
28	USB, 64gb	2	pcs		
29	UPS 650VA	1	units		

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

\_\_\_\_\_  
Date