



UNIVERSITY OF THE PHILIPPINES MANILA

Taft Avenue, Manila, Metro Manila, NCR
VAT Reg. TIN: 000-864-006-00005

SPMO12095328

REQUEST FOR QUOTATION UPM Procurement Management Office

Date: JUN. 29 2023

RFQ No.: 1689 - PR#20451

MOP: Shopping

Please quote your lowest price on the item/s listed below, subject to the General Conditions below, stating the shortest time of delivery and submit your Sealed Formal Quotation duly signed by your representative to UPM Procurement Management Office located on 2nd Floor UPM Main Building, Joaquin Gonzales Compound, Padre Faura, Ermita, Manila, not later than 11 JULY 2023, 5:00PM.

Note:

1. All entries must be typewritten or in print.
2. Delivery for a minimum period of 30 calendar days.
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the procuring entity.
4. Price validity shall be for a period of 90 calendar days.
5. PhilGEPS Registration Certificate and valid Mayor's /Business Permit shall be attached upon submission of the quotation (if applicable).
6. Bidders shall submit original brochures showing certifications of the product being offered.
7. Bidders must indicate the BRAND and MODEL NUMBER offered when appropriate.

Others:

- Per line item awarding system (NOT per lot).
- Sealed quotation (along with the required documents) must be submitted to the UPM Procurement Management Office.
Cut-off Time 5:00PM.
- Please indicate the PhilGEPS Ref. No. and the complete title of the Bid Notice outside the envelope

PR 20451 Requester : UPM Supply & Property Mgmt. Office (SPMO)

ITEM NO.	GENERAL DESCRIPTION	UOM	QTY	Compliance with technical specifications (Pls. check)		UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
				YES	NO				
1	TONER CART BROTHER LC3619XL: BLACK	pc	5			PHP 3,388.00	PHP 16,940.00		
2	TONER CART BROTHER LC3619XL: CYAN	pc	10			PHP 3,388.00	PHP 33,880.00		
3	TONER CART BROTHER LC3619XL: MAGENTA	pc	10			PHP 3,388.00	PHP 33,880.00		
4	TONER CART BROTHER LC3619XL: YELLOW	pc	10			PHP 3,388.00	PHP 33,880.00		
5	TONER CART BROTHER LC77XL: BLACK	pc	2			PHP 1,815.00	PHP 3,630.00		
6	TONER CART BROTHER TN-2480 BLACK	pc	9			PHP 6,050.00	PHP 54,450.00		
7	TONER CART LEXMARK MS510 / MS610 500UA BLACK	pc	2			PHP 14,641.00	PHP 29,282.00		
TOTAL							PHP 205,942.00		
TOTAL QUOTED AMOUNT IN WORDS: Two Hundred Five Thousand Nine Hundred Forty-Two pesos and Zero cents									

Please quote at your government price (Including VAT) and state the time within which you can make delivery. It will be appreciated if we can have your quotation in the office as soon as possible on or before the deadline stated herein.

Warranty : _____
Delivery Terms : _____

MELFRED L. HERNANDEZ, MD
OIC, Procurement Management Office

103 JUL 2023

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

Name of the Company: _____

Tel. No. : _____

Address: _____

Mobile No. : _____

Name of Representative: _____

Email Address: _____

Position: _____

Company T.I.N: _____

Signature: _____

Date: _____