



# UNIVERSITY OF THE PHILIPPINES

## MANILA

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

PO12079896

### REQUEST FOR QUOTATION UPM Procurement Management Office

Date: FEB. 21 2023  
RFQ No.: 1418 - PR#20010  
MOP: Shopping

Please quote at your government price inclusive of VAT and state the time within which you can make delivery. It will be appreciated if we can have your quotation duly signed by your representative at the UPM PROCUREMENT MANAGEMENT OFFICE, located on the 2/F UPM Main Building, Joaquin Gonzales Compound, P. Faura St., Ermita, Manila, not later than **28 FEBRUARY 2023, 5:00 PM**. You may send your quotation to Ms. Cecil De Leon via email at mbdleon6@up.edu.ph.

**Note:**

- All entries must be typewritten or in print.
- Delivery for a maximum period of 30 calendar days. Delivery place: UPM Supply & Property Management Office (SPMO) located at Joaquin Gonzales Compound, Padre Faura St. Ermita, Manila.
- 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.
- Price validity shall be for a period of 90 calendar days.
- PhilGEPS Registration Certificate, Mayor's/Business Permit, and Omnibus Sworn Statement shall be attached upon submission of the quotation (if applicable).
- Bidders shall submit original brochures showing certifications of the product being offered.
- Bidders must indicate the BRAND and MODEL NUMBER offered when applicable.

Others:

#### PR 20010 End-user: UPM Procurement Management Office (PMO)

ITEM NO.	GENERAL DESCRIPTION	UOM	QTY	Compliance with technical specifications (Pls. check)		UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
				YES	NO				
UPM-0727	Ink Cartridge, Brother LC3619XL Black	pc	8			PHP 2,500.00	PHP 20,000.00		
UPM-0730	Ink Cartridge, Brother LC3619XL Cyan	pc	8			PHP 1,800.00	PHP 14,400.00		
UPM-0729	Ink Cartridge, Brother LC3619XL Magenta	pc	8			PHP 1,800.00	PHP 14,400.00		
UPM-0728	Ink Cartridge, Brother LC3619XL Yellow	pc	8			PHP 1,800.00	PHP 14,400.00		
UPM-1200	Ink bottle EPSON 003, Black for EPSON L5290 Printer	btl	4			PHP 300.00	PHP 1,200.00		
UPM-1201	Ink bottle EPSON 003, Cyan for EPSON L5290 Printer	btl	4			PHP 300.00	PHP 1,200.00		
UPM-1203	Ink bottle EPSON 003, Magenta for EPSON L5290 Printer	btl	4			PHP 300.00	PHP 1,200.00		
UPM-1202	Ink bottle EPSON 003, Yellow for EPSON L5290 Printer	btl	4			PHP 300.00	PHP 1,200.00		
<b>TOTAL</b>							<b>PHP 68,000.00</b>		
<b>TOTAL QUOTED AMOUNT IN WORDS: Sixty-Eight Thousand pesos and Zero cents</b>									

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: \_\_\_\_\_

*Vicky D. Galvan*  
**VICKY D. GALVAN**  
OIC, Procurement Management Office



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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: \_\_\_\_\_