



REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT
(SECTION 53.1)

Date : October 26, 2022
Project No. : QCGH-22-OESC-869

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF VARIOUS CONSUMABLES (INK CARTRIDGE AND OTHERS)**
Approved budget of the Contract : **Php 1,107,551.05**
End-User / Implementing Office : **QUEZON CITY GENERAL HOSPITAL**

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **NOVEMBER 02, 2022, 11:00 A.M.** Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2022);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by **QC BAC – Goods and Services**
- 6 Income/Business Tax Return (for FY 2021) (For ABCs above P500,000.00)
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE issued by QC BAC- Goods and Services.**

(SGD.) MA. MARGARITA T. SANTOS
Chairperson, BAC- Goods and Services

TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
ACCOUNTING DIVISION					
1	Brother MFC-T810W: BTD60(Black), Ink	cart	10		
2	Brother MFC-T810W: BTD5000(Magenta) Ink	cart	10		
3	Brother MFC-T810W: BTD5000(Yellow) Ink	cart	10		
4	Brother MFC-T810W: BTD5000(Cyan) Ink	cart	10		
5	Brother MFC-L8900CDW: TN-451(Black) Ink	cart	6		
6	Brother MFC-L8900CDW: TN-451(Magenta) Ink	cart	5		
7	Brother MFC-L8900CDW: TN-451(Yellow) Ink	cart	5		
8	Brother MFC-L8900CDW: TN-451(Cyan) Ink	cart	5		
9	Gestetner MP 1800 L2 Toner	cart	6		
10	Ink Cart, Brother, MFC-J3520, Black	cart	10		
11	Ink Cart, Brother, MFC-J3520, Colored	cart	10		
12	INK FOR CANON PRINTER IP1200, Black	cart	9		
13	INK FOR CANON PRINTER IP1200, Colored	cart	10		
14	RIBBON CART EPSON C13S015631, Black, for LX-310	cart	20		
15	RIBBON CART EPSON C13S015632, Black, for LQ-310	cart	30		
16	Ribbon for manual typewriter, in box, with each spool individually	spool	20		
17	RIBBON RN8750 for FX2175	piece	50		
18	RIBBON for Printronix P8000	piece	10		
19	TONER CARTRIDGE, HP CF279A, black for HP Laserjet Pro M12a printer	cart	10		
20	HP Laserjet Pro MFP M227FDW (CF230A) Toner	cart	10		
21	Fujixerox - DocuPrint P115w (CT202137)Toner	cart	11		
22	Fujixerox - DocuCentre S2320 (CT202384)Toner	cart	10		
23	TONER, COMPATIBLE W/ SAMSUNG EXPRESS M2885FW PRINTER, MLT-D116L	cart	15		
24	Canon Printer G4000 - GI 790 (Black), INK	cart	10		
25	Canon Printer G4000 - GI 790 (Magenta), INK	cart	10		
26	Canon Printer G4000 - GI 790 (Yellow), INK	cart	10		
27	Canon Printer G4000 - GI 790 (Cyan), INK	cart	10		
INFORMATION TECHNOLOGY					
28	Samsung M2885FW printer-MLT D116L toner	cart	13		
29	Epson L3110 Ink per package inclusive of Black, Cyan, Magenta and Yellow	bottle	12		
30	Brother MFC-L8900CDW: TN-451(Black) , INK	cart	10		
31	Brother MFC-L8900CDW: TN-451(Cyan), INK	cart	10		
32	Brother MFC-L8900CDW: TN-451(Magenta), INK	cart	10		
33	Brother MFC-L8900CDW: TN-451(Yellow), INK	cart	10		
PDER					
34	Epson L1455 Series: Black #774 , INK	bottle	39		
35	TONER CART, EPSON L3110 (Black)	bottle	33		

36	TONER CART, EPSON L3110 (Cyan)	bottle	30		
37	TONER CART, EPSON L3110 (Magenta)	bottle	30		
38	TONER CART, EPSON L3110 (Yellow)	bottle	30		
	PROPERTY AND SUPPLY				
39	HP Laser GT5810-GT-, 51 Black	bottle	3		
40	HP Laser GT5810-GT-, 52 Cyan, INK	bottle	3		
41	HP Laser GT5810-GT-, 52 Magenta, INK	bottle	3		
42	HP Laser GT5810-GT-, 52 Yellow, INK	bottle	3		
43	Ribbon Cart, Epson C13S015632, Black LX-310	cart	5		
44	Ribbon, manual typewriter	spool	3		
45	TONER CARTRIDGE, HP Laserjet CF279A	cart	5		
	CASHIER				
46	RIBBON CART, EPSON C135015632, Black	cart	15		
47	RIBBON CART, EPSON C135015639, Black	cart	30		
48	TONER CART, HP CF279A, Black	cart	15		
49	TONER CART, SAMSUNG MLT-D116L, BLACK	cart	10		
	ADMINISTRATIVE RECORDS SECTION				
50	Ribbon for manual typewriter, in box, with each spool individually	spool	10		
51	Toner, Kyocera Photocopier Machine, TK-410	cart	2		
	ENGINEERING SERVICES				
52	INK CART, EPSON, L3110, No. 003- Black & White	bottle	5		
53	INK CART, EPSON, L3110, No. 003- Magenta	bottle	2		
54	INK CART, EPSON, L3110, No. 003- Yellow	bottle	2		
55	INK CART, EPSON, L3110, No. 003- Cyan	bottle	2		
56	Toner for Xerox Machine, MP 1500/1600Le/2000Le/1800L2	cart	10		
57	Ribbon for manual typewriter, in box, with each spool individually	spool	5		
	ADMITTING/PABX SECTION				
58	INK, EPSON, L3110, No. 003- Black	bottle	48		
59	INK, EPSON, L3110, No. 003- Cyan	bottle	10		
60	INK, EPSON, L3110, No. 003- Magenta	bottle	10		
61	INK, EPSON, L3110, No. 003- Yellow	bottle	10		
	PERSONNEL DIVISION				
62	RIBBON CART, EPSON C135015632, Black for LX-310	cart	20		
63	RIBBON CART, EPSON S015634	cart	50		
64	TONER CART, EPSON L3110, Black	cart	40		
65	TONER CART, EPSON L3110, Cyan	cart	20		
66	TONER CART, EPSON L3110, Magenta	cart	20		
67	TONER CART, EPSON L3110, Yellow	cart	20		
68	Toner for Xerox Machine (Compatible w/ Gestetner Copier)	cart	16		
69	Toner Cart, multifunctional printer Brother- colored (Black)	cart	15		
70	Toner Cart, multifunctional printer Brother- colored (Cyan)	cart	10		
71	Toner Cart, multifunctional printer Brother- colored (Magenta)	cart	10		
72	Toner Cart, multifunctional printer Brother- colored (Yellow)	cart	10		
	PUBLIC ASSISTANCE OFFICE				
73	Toner Cartridge, Samsung MLT -D116L	cart	4		
	DIRECTOR'S OFFICE/ASST. DIR. FOR PROF. SERVICES				
74	Toner Laser/Jet Ink, HP Laserjet P1102W	piece	6		
75	Toner Printer, Brother MFCL8900 CDW (TN-451BK)	cart	2		
76	Toner Printer, Brother MFCL8900 CDW (TN-451 C)	cart	2		
77	Toner Printer, Brother MFCL8900 CDW (TN-451 M)	cart	2		
78	Toner Printer, Brother MFCL8900 CDW (TN-451 Y)	cart	2		
79	Toner Printer, HP Laserjet Pro M12a	cart	1		
80	Toner Printer, Ink jet 4 colors	bottle	25		
	PEDIATRICS DEPARTMENT				
81	INK CART, BROTHER, DCPT700W, BLACK	piece	26		
82	INK CART, BROTHER, DCPT700W, YELLOW	piece	6		
83	INK CART, BROTHER, DCPT700W, CYAN	piece	6		

84	INK CART, BROTHER, DCPT700W, MAGENTA	piece	6		
BAHAY KALINGA - HIV UNIT (HACT)					
85	TONER CART, SAMSUNG MLT-D116L, BLACK	cart	10		
86	INK CART, EPSON C135T664100 (T6641), BLACK	cart	10		
87	INK CART, EPSON C135T664200 (T6642), CYAN	cart	5		
88	INK CART, EPSON C135T664300 (T6643), MAGENTA	cart	5		
89	INK CART, EPSON C135T664400 (T6644), YELLOW	cart	5		
NURSING SERVICES					
90	INK CART, EPSON, L3110, MAGENTA	cart	3		
OTORHINOLARYNGOLOGY - HEAD AND NECK SURGERY					
91	INK CART, EPSON, L3110, MAGENTA	cart	60		
PATHOLOGY DEPARTMENT					
92	INK CART, EPSON C135T664100 (T6641), BLACK	cart	80		
93	INK CART, EPSON C135T664200 (T6642), CYAN	cart	24		
94	INK CART, EPSON C135T664300 (T6643), MAGENTA	cart	24		
95	INK CART, EPSON C135T664400 (T6644), YELLOW	cart	24		
DIETARY DEPARTMENT					
96	INK CART, EPSON, L3110, MAGENTA	cart	50		
DENTAL					
97	EPSON T00V100 (003), Black Ink Bottle, L3110	bottle	2		
98	EPSON T00V200 (003), Cyan Ink Bottle, L3110	bottle	2		
99	EPSON T00V300 (003), Magenta Ink Bottle, L3110	bottle	2		
100	EPSON T00V400 (003), Yellow Ink Bottle, L3110	bottle	2		
Total Quoted Amount					

Amount in Words: _____

Other Requirements:
<ol style="list-style-type: none"> 1. Certification from the distributor for the authenticity/genuity of the consumables being offered. 2. Authority to sell from manufacturer / exclusive distributor of the consumables being offered.

Delivery Period : Thirty (30) Calendar Days

Warranty : _____

 Signature over printed name

 Office Telephone No./Fax/Mobile No.

 Date

 E-mail Address