



**REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT
SECTION 53.1**

DATE : October 16, 2023

PROJECT NO. : HEALTH-23-OESC-0697

Name of Company : _____

Address : _____

Contact No. : _____

Project Title : PROCUREMENT OF TONER AND INK CARTRIDGE

Approved Budget of the Contract : Php1,654,739.00

End-User / Implementing Office : QUEZON CITY HEALTH DEPARTMENT

BREAKDOWN OF APPROVED BUDGET FOR THE CONTRACT (ABC)	
Item Nos. 1 - 3	Php177,400.00
Item No. 4	Php7,200.00
Item No. 5	Php27,600.00
Item No. 6	Php42,500.00
Item No. 7	Php81,840.00
Item Nos. 8 - 31	Php909,093.00
Item Nos. 32 - 35	Php273,636.00
Item Nos. 36 - 39	Php10,500.00
Item Nos. 40 - 41	Php15,920.00
Item Nos. 42 - 53	Php87,750.00
Item No. 54	Php12,000.00
Item Nos. 55 - 56	Php9,300.00
TOTAL	Php1,654,739.00

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 **October 19, 2023, 10:00 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 (2023);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2022) (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, DPA
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 initialed 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
	ADMINISTRATIVE SUPPORT SERVICES				
1	Toner Ink for Samsung 2020W MLT-D111s12	cartridge	12		
2	Ink Cartridge HP DeskJet 1050, 61 color, 61 black	set	10		
3	Toner, DocuPrint M455df/P455d, Fuji Xerox	piece	4		
	FAMILY PLANNING				
4	Printer Ink, WI-FI Photo Ink Tank refill ink with six (6) colors ink bottle (Black, Cyan, Magenta, Yellow, Light Cyan, Light Magenta), Epson L3110	set	2		
	MATERNAL HEALTH				
5	Ink Cartridge Canon LBP 2900 Cartridge 303 Black Ink	piece	12		
	ENVIRONMENTAL SANITATION				
6	Refill Ink, Epson Ink Printer L5190 (Black, Cyan, Yellow, Magenta)	set	25		
	LABORATORY SERVICES - REGULAR				
7	Printer Ink, HP LaserJet m107A printer	unit	22		
	HEALTH INFORMATION MANAGEMENT SYSTEM				
8	Printer Ink Set (HEALTH FACILITY) Epson 003 Set (Black, Cyan, Magenta, Yellow)	set	86		
9	Printer Ink Set for Various Program (4 sets per printer) Black, Cyan, Magenta, Yellow, EPSON PRINTER 003	set	80		
10	Printer Ink Set, Ink Cartridge (eDTR) (Black, Cyan, Magenta, Yellow) EPSON PRINTER 003	set	40		
11	Printer Ink Set, Ink Cartridge (eDTR) (Black, Cyan, Magenta, Yellow) EPSON PRINTER 003	set	70		
12	Ink Cartridge Canon LBP 2900 Cartridge 303 Black Ink	set	8		
13	Printer ink set - For ESD Epson L3150 Ink; Original Ink bottle set of 4 (Black, Magenta, Blue & Yellow)	set	9		
14	Printer Ink Set - For pharmacy Epson L3150 Ink; Original Ink bottle set of 4 (Black, Magenta, Blue & Yellow)	set	9		
15	Ink Cartridge (Planning) HP DeskJet 1050; 61 Color, 61 Black	set	10		
16	Ink Cartridge (Planning) HP LaserJet P1505	piece	10		
17	Ink (Planning)	set	10		

	Epson L3150 Ink; Original Ink bottle set of 4 (Black, Magenta, Blue & Yellow)				
18	Ink Cartridge (Training) Ink for Epson WF Pro-C5790 (Black, Cyan, Magenta, Yellow)	set	5		
19	Ink Cartridge (IT) Ink for Epson WF Pro-C5790 (Black, Cyan, Magenta, Yellow)	set	5		
20	Ink Cartridge (Pharmacy) Ink for Epson WF Pro-C5790 (Black, Cyan, Magenta, Yellow)	set	5		
21	HP 107A Black Original Laser Toner Cartridge (Pharmacy)	piece	5		
22	HP 107A Black Original Laser Toner Cartridge (IT)	piece	5		
23	Printer Ink (LAB) Ink compatible to HP LaserJet m107A printer	unit	10		
24	Printer Ink (MOLEC) for EPSON L1300 printer EPSON 664 Black	piece	10		
25	Printer Ink (MOLEC) EPSON 664 Yellow	piece	6		
26	Printer Ink (MOLEC) EPSON 664 Magenta	piece	6		
27	Printer Ink (MOLEC) EPSON 664 Blue	piece	7		
28	Printer Ink (CLINICAL LAB) Samsung MLT-D111S	piece	10		
29	Printer Ink (CLINICAL LAB) HP DeskJet Ink Advantage 1115	piece	10		
30	Printer Ink (CLINICAL LAB) HP LaserJet 18A	piece	10		
31	Printer Ink (CLINICAL LAB) Canon PIXMA iP2770	piece	10		
	MAINTENANCE AND OPERATIONS OF SIX (6) DISTRICT CLINICAL LAB, CITY LAB AND NDC				
32	Printer Ink Samsung MLT-D111S	piece	50		
33	Printer Ink HP DeskJet Ink Advantage 1115	piece	20		
34	Printer Ink HP LaserJet 18A	piece	20		
35	Printer Ink Canon PIXMA iP2770	piece	20		
	QC MOLECULAR DIAGNOSTIC LABORATORY				
36	Printer Ink for EPSON L1300 Printer Model EPSON 664 Black	piece	20		
37	Printer Ink EPSON 664 Yellow	piece	5		
38	Printer Ink EPSON 664 Magenta	piece	5		
39	Printer Ink EPSON 664 Blue	piece	5		
	DISASTER RISK REDUCTION MANAGEMENT FOR HEALTH				
40	Refill Ink, Epson Ink Printer L360 Set (Black, Cyan, Yellow, Magenta)	cartridge	10		
41	Refill Ink, Epson Ink Printer L360 (Black)	cartridge	10		
	MAINTENANCE AND OPERATION OF COLD CHAIN MANAGEMENT				
42	Printer Ink for Epson Printer L5190 (Black)	bottle	9		
43	Printer Ink for Epson Printer L5190 (Cyan)	bottle	6		
44	Printer Ink for Epson Printer L5190 (Magenta)	bottle	6		
45	Printer Ink for Epson Printer L5190 (Yellow)	bottle	6		
46	Printer Ink for HP Printer MFP 137 fnw (Black)	piece	9		
47	Printer Ink for HP Printer MFP 137 fnw (Cyan)	piece	6		
48	Printer Ink for HP Printer MFP 137 fnw (Magenta)	piece	6		
49	Printer Ink for HP Printer MFP 137 fnw (Yellow)	piece	6		
50	Printer Ink for Epson Printer WF-C5790 (Black)	piece	9		
51	Printer Ink for Epson Printer WF-C5790 (Cyan)	piece	6		
52	Printer Ink for Epson Printer WF-C5790 (Magenta)	piece	6		
53	Printer Ink for Epson Printer WF-C5790 (Yellow)	piece	6		
	ESTABLISHMENT OF INSTITUTION-BASED DRUG TESTING LABORATORY				
54	Black and Colored Ink Toner Printer Epson Printer L5190	piece	6		
	FOOD AND DRUG REGULATION				

55	Refill Ink, Epson Ink Printer L5190 Set (Black, Cyan, Yellow, Magenta)	set	5		
56	Refill Ink, Epson Ink Printer L5190 (Black)	piece	10		
TOTAL					

Amount in Words: _____

Delivery Period : **Thirty (30) Calendar Days**
Warranty : _____

OTHER REQUIREMENTS:
<ul style="list-style-type: none">• Certification from the manufacturer/exclusive or authorized distributor for the authenticity/genuity of the consumables being offered.• Authority to sell from manufacturer or exclusive/ authorized distributor of the consumables being offered.

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address