

Republic of the Philippines
City Government of Cagayan de Oro
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Project Name: SUPPLY AND DELIVERY 30 BOTTLE BROTHER BT5000 CYAN & 3 OTHER ITEMS; PR NO. 24-0525 DATED FEBRUARY 27, 2024

Method of Procurement: Section 53.9 (Negotiated Procurement[Small Value Procurement] of the Updated 2016 Revised IRR of R.A. 9184)

Date : **March 22, 2024**
Quotation No. : **0326-24**

Company Name

Address

Please quote your best lowest price on the item/s listed below, subject to the Terms and Conditions on this page and submit/return this Request for Quotation (RFQ) duly filled-out and signed by your authorized representative not later than **2:00 PM of March 27, 2024**.

By Authority of the BAC:


ATTY. JOEFFREY D. NAMALATA

City General Services Officer

Terms and Conditions:

1. Delivery Period shall be within **20** calendar days.
2. Warranty shall be for a period of **Three (3) months** for supplies & materials; **one (1) year** for equipment, from the date of acceptance by the procuring entity.
3. Price Validity shall be for a period of **Ninety (90) calendar days**.
4. The following shall be attached upon submission of the quotation:
 - 1) PhilGEPs Registration Number
 - 2) Current and valid Mayor's/Business Permit
 - 3) Brochures of the product being offered for equipment/ vehicles/electronic devices/ appliances
 - 4) Omnibus Sworn Statement (duly notarized), for Approved Budget for the Contract (ABC) above fifty thousand pesos

Item No.	ITEM & DESCRIPTION	BRAND & MODEL	QTY	UNIT	UNIT PRICE
1	Brother BT5000 Cyan - cyan		30	bottle	
2	Brother BT5000 Magenta - magenta		30	bottle	
3	Brother BT D60 Black - black		67	bottle	
4	Brother BT5000 Yellow - yellow		30	bottle	

PhilGeps Registration Number : _____

After having carefully read and accepted your Terms and Conditions, I/we quoted you on the item/s at price/s quoted above.

Printed Name / Signature

Tel. No. / Cellphone No. / E-mail Address

Date