



Republic of the Philippines  
**OFFICE OF THE PRESIDENT**  
**NATIONAL COMMISSION ON MUSLIM FILIPINOS**  
**BIDS AND AWARDS COMMITTEE**

**REQUEST FOR QUOTATION**

PROCUREMENT:	<b>PRINTER CARTRIDGE FOR CENTRAL OFFICE (FOR 3<sup>RD</sup> AND 4<sup>TH</sup> QUARTER)</b>	
RFQ No. 2018-073	Date: 14 August 2018	Mode of Procurement: NP-SVP
Location: Metro Manila	Deadline: 21 August 2018	End-User: ADMIN-GSD

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the following General conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than the deadline by e-mail (ncmf.bac2016@gmail.com), fax (02-952-4875), or personal delivery.

  
**DIMAPUNO A. DATU-RAMOS JR.**  
Director and Chairman, BAC

Terms and Conditions:

1. Suppliers are required to submit their **PhilGEPS Platinum Registration (2-3 pages)**. PhilGEPS Red Members must also submit copy of their **Mayor's/Business Permit and Tax Registration**.
2. All entries must be typewritten/printed eligibly and without alterations. If there is any same shall be initialed by authorized personnel. Failure to use this form will result to disqualification of your bid.
3. Delivery period within FIVE (15) days from receipt of the P.O/Contract.
4. Late submission of quotation shall not be accepted.
5. Price validity shall be for a period of thirty (30) calendar days.
6. Award of contract shall be made to lowest quotation, and complies with the specifications and other terms and conditions stated in the RFQ.
7. The NCMF reserves the right to reject any or all bid proposals, or declares the bidding a failure, or not to award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.
8. Terms of payment shall be made through check payable to the supplier.
9. All quotations should be **inclusive of VAT**.
- 10.

Item No.	ITEM & DESCRIPTION	UNIT	QTY	Budget Allocation	Price Quotation
1	<b>Cartridge Model (Q2612A)</b>	Pc	190	408,500.00	

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

Authorized Signature: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Company Name: \_\_\_\_\_

PhilGEPS No.: \_\_\_\_\_

Mayor's/Business Permit No.: \_\_\_\_\_

Tax Registration No.: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Date Accomplished: \_\_\_\_\_