



Project Reference Number: \_\_\_\_\_  
 Name of the Project: \_\_\_\_\_  
 Location of the Project: \_\_\_\_\_

Date: \_\_\_\_\_  
 Quotation No. \_\_\_\_\_

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

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached herewith.

\_\_\_\_\_  
 MANDY D. BERNARDO  
 Procurement Officer

- NOTE:
1. THE APPROVED BUDGET FOR THE CONTRACT IS \_\_\_\_\_.
  2. ALL ENTRIES MUST BE TYPEWRITTEN.
  3. DELIVERY PERIOD WITHIN \_\_\_\_\_ CALENDAR DAYS.
  4. WARRANTY SHALL BE FOR A PERIOD OF three (3) MONTHS FOR NON-EXPENDABLE SUPPLIES ONE (1) YEAR NON-EXPENDABLE SUPPLIES FROM DATE ACCEPTANCE BY THE PROCURING ENTITY.
  5. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS.
  6. PHILGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.
  7. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED.

ITEM No.	Unit	ITEM & DESCRIPTION	QTY	UNIT PRICE	TOTAL
1	bottles	Epson ink 664 black	38		
2	bottles	Epson ink 003 black	200		
3	bottles	Brother ink BT 5000 cyan	10		
4	bottles	Brother ink BT 5000 magenta	10		
5	bottles	Brother ink BT 5000 yellow	10		
6	pcs	CANON TA-5200 ink (PFI-8030BK)	1		
7	pcs	CANON TA-5200 ink (PFI-830C)	1		
8	pcs	CANON TA-5200 ink (PFI-830M)	1		
9	pcs	CANON TA-5200 ink (PFI-830MBK)	1		
10	pcs	CANON TA-5200 ink (PFI-830Y)	1		
11	pcs	Kyocera ECOSYS m8124cidn Toner (Black)	2		
12	pcs	Kyocera ECOSYS m8124cidn Toner (CMY)	3		
13	pcs	Kyocera TK-8117C Cyan Toner Kit	1		
14	pcs	Kyocera TK-8117K Black Toner Kit	1		
15	pcs	Kyocera TK-8117M Magenta Toner Kit	1		
16	pcs	Kyocera TK-8117Y Yellow Toner Kit	1		

Item No.	Item No.	
Brand and Model: _____	_____	_____
Delivery Period: _____	_____	_____
Warranty: _____	_____	_____
Price Validity: _____	_____	_____

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

\_\_\_\_\_  
 Printed Name / Signature

\_\_\_\_\_  
 Tel. No. / Cellphone No.  
 e-mail address

\_\_\_\_\_  
 Date