



Kaagapay ng Komunidad sa Maginhawa-Panambay




Standard Form Number: SF-GOOD-60  
 Revised on: January 08, 2018  
 Standard Form Title: Request For Quotation

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 PhilGEPS Reg. No. \_\_\_\_\_

Date: \_\_\_\_\_  
 Quotation No.: 2025021300042

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_, 2025.

  
 JUSANNE V. SALVADOR  
 SUPPLY OFFICER II  
 JUSANSALVADOR@YAHOO.COM  
 Tel/Fax No.: (02) 8817-3168

**General Conditions:**

1. All entries must be typewritten/accurate/readable.
2. Delivery period must be within seven (7) calendar days only.
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the Procuring Entity.
4. Price validity must be within thirty (30) calendar days.
5. Bidders must submit Certificate of PhilGEPS registration, updated Business Permit/Mayor's Permit, Notarized Omnibus Sworn Statement (for ABC's above 50k), and Income or Business Tax Return for ABC's above 500k.
6. Bidders shall submit original brochures showing specifications of product being offered.
7. According to BIR Revenue Regulations No. 017-2024, the final settlement requires the presentation of an updated BIR tax clearance. Non-submission of a tax clearance entitles SHFC to suspend payment for any goods or services delivered.

**(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL.)**

Item No.	Item and Description	QTY	Approved Budget (In Php)	BID Price
A-001-820	HP 416A Black Laserjet Toner Cartridge-for HP M454nw	2	18,000.00	
A-001-821	HP 416A Cyan Laserjet Toner Cartridge-for HP M454nw	1	9,000.00	
A-001-822	HP 416A Magenta Laserjet Toner Cartridge-for HP M454nw	1	9,000.00	
A-001-823	HP 416A Yellow Laserjet Toner Cartridge-for HP M454nw	1	9,000.00	
A-001-198	Receipt Printer (CMR/OR)-Epson PLQ- 50 Receipt Printer Ribbon Cartridge	3	9,000.00	
A-001-820	HP 416A Black Laserjet Toner Cartridge-for HP M454nw	2	18,000.00	
A-001-821	HP 416A Cyan Laserjet Toner Cartridge-for HP M454nw	2	18,000.00	
A-001-822	HP 416A Magenta Laserjet Toner Cartridge-for HP M454nw	2	18,000.00	
A-001-823	HP 416A Yellow Laserjet Toner Cartridge-for HP M454nw	2	18,000.00	
A-001-321	HP Toner 37A-Brand: HP; Model: 37A; Box Content: 1x hp 37A Black (CF237A) Original Toner Cartridge; SKU: 464190629_PH-1203310446	2	22,800.00	
A-001-820	HP 416A Black Laserjet Toner Cartridge-for HP M454nw	1	9,000.00	
A-001-821	HP 416A Cyan Laserjet Toner Cartridge-for HP M454nw	1	9,000.00	

A-001-822	HP 416A Magenta Laserjet Toner Cartridge-for HP M454nw	1	9,000.00
A-001-823	HP 416A Yellow Laserjet Toner Cartridge-for HP M454nw	1	9,000.00
<b>Place of Delivery:</b> 8737 BDO PLAZA PASEO DE ROXAS MAKATI CITY <b>Delivery Term:</b> FOB Destination <b>Term of Payment:</b> 15 working days upon complete delivery			<b>184,800.00</b>

**Brand and Model:** \_\_\_\_\_  
**Delivery Period:** \_\_\_\_\_  
**Warranty:** \_\_\_\_\_  
**Price Validity:** \_\_\_\_\_  
**Payee's Name & TIN:** \_\_\_\_\_

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

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

\_\_\_\_\_  
 Tel. No. / Cellphone No

\_\_\_\_\_  
 E-mail Address

\_\_\_\_\_  
 Date