



November 22, 2022

REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through the Port of Manila, will undertake a Small Value Procurement for the **Supply and Delivery of Computer Printer Ink Cartridge** in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184. The details of the project are as follows:

Name of Project: **Supply and Delivery of Computer Printer Ink Cartridge**
 Location: **Bureau of Customs, South Harbor, Port Area, Manila**
 Approved Budget for the Contract: **THREE HUNDRED SEVENTY-FOUR THOUSAND TWO HUNDRED FIFTY PESOS ONLY (P 374,250.00), inclusive of tax**

Specifications:

UNIT	DESCRIPTION	QUANTITY
Cartridge	HP 682 – Black Genuine PAGE YIELD (BLACK AND WHITE) ~480 pages PACKAGE DIMENSIONS 115 x 102 x 36 mm OPERATING TEMPERATURE RANGE 15 to 32°C STORAGE TEMPERATURE RANGE -40 to 60°C NON-OPERATING HUMIDITY RANGE 20 to 80% RH	150
Cartridge	HP 682 – Tricolor Genuine PAGE YIELD (BLACK AND WHITE) ~480 pages PACKAGE DIMENSIONS 115 x 102 x 36 mm OPERATING TEMPERATURE RANGE 15 to 32°C STORAGE TEMPERATURE RANGE -40 to 60°C NON-OPERATING HUMIDITY RANGE 20 to 80% RH	150
Cartridge	HP 680 – Black Genuine PAGE YIELD (BLACK AND WHITE) ~480 pages PACKAGE DIMENSIONS 115 x 102 x 36 mm OPERATING TEMPERATURE RANGE 15 to 32°C STORAGE TEMPERATURE RANGE -40 to 60°C NON-OPERATING HUMIDITY RANGE 20 to 80% RH	150
Cartridge	HP 680 – Tricolor Genuine PAGE YIELD (BLACK AND WHITE) ~480 pages PACKAGE DIMENSIONS 115 x 102 x 36 mm OPERATING TEMPERATURE RANGE	150

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	15 to 32°C STORAGE TEMPERATURE RANGE -40 to 60°C NON-OPERATING HUMIDITY RANGE 20 to 80% RH	
Bottle	Epson 003 – Black Type: Original/Genuine Ink Colour: Black, Cyan, Magenta, Yellow Page Yield: 4,500 Capacity: 65ml Weight: 80g	30
Cartridge	Epson SO15632 LX310 Cartridge Ribbon Cartridge Color Black Compatible Printers LX-310 Dimension 18.3 x 7.3 x 36.3 cm	25

Delivery Term: Fifteen (15) calendar days from signing of Purchase Order/Contract

Interested suppliers are required to submit their valid and current Mayor's Permit, DTI / SEC Registration (For partnerships / corporations, General Information Sheet & Articles of Incorporation shall also be submitted) and PHILGEPS Registration Certificate, BIR Certificate of Registration (Form 2303), Omnibus Sworn Statement, Latest Income / Business Tax return and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before **November 28, 2022 (10:00 AM)**, manually at the Supply Unit, Administrative Division, Ground Floor POM Prefabricated Building, Port Area Manila.

Award of contract shall be awarded to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

The BOC reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may contact us at 09178629765 or email us at tuazona@customs.gov.ph.

Very truly yours,

M. Liza T. Sebastian
ATTY. MA. LIZA T. SEBASTIAN
 Chairperson
 Bids and Awards Committee
 Port of Manila



(Annex "A")

PRICE QUOTATION FORM

Date:

BUREAU OF CUSTOMS
 Port of Manila

Sir/Madame:

After having carefully read and accept the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the items as follows:

Item	Quantity	Unit Price	Total Price

Total amount in words: _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

 Name/Signature of Representative

 Name of Company