



REQUEST FOR QUOTATION
Supply & Delivery of Ink Consumables
Quotation No. NIAR9-COB-110 (SVP)

Company Name
Address
Date

PR No.: 2025-06-0186
PhilGEPS Ref. No.: 12139021
Purpose: for the use of ZDN RSO
Location: Balintawak, Pagadian City

Please quote your lowest price on the job/items listed below, subject to the Specifications and Terms & Conditions stated herein stating the shortest time of delivery and submit your quotation duly signed by your representative together with your eligibility/legal documents to Procurement Section, Regional Center, Balintawak, Pagadian City not later than the bid submission deadline on **June 23, 2025 @ 9:00 AM.**

Failure to observe any of the herein Specifications and Terms & Conditions shall be ground for disqualifications of the bidders concerned.

(Sgd)
REX L. ARMENTIA
BAC Chairperson
Supervising Engr. A

Total Approved Budget for the Contract: Php 130,000.00

NO.	QTY	UNIT	AGENCY'S SPECIFICATION	BIDDER'S SPECIFICATION	UNIT PRICE	TOTAL BID PRICE
1	2	bottle	Canon ink PF1-8320 MBK, Matte Black Ink			
2	1	bottle	Fuji Xerox ApeaosPort C2560 Toner Black			
3	1	bottle	Fuji Xerox ApeaosPort C2560 Toner Cyan			
4	1	bottle	Fuji Xerox ApeaosPort C2560 Toner Yellow			
5	1	bottle	Fuji Xerox ApeaosPort C2560 Toner Magenta			
6	2	bottle	HP Designjet T830 (728) Matte Black 300ml			
7	10	bottle	INK CART, EPSON (T7741), Black			
8	10	bottle	INK CART, Epson 003, BLACK			
			xxxxx nothing follows xxxxx			
TOTAL AMOUNT:						
TOTAL BID PRICE IN WORDS:						
Note: Subject to 5% VAT & 1% EWT/CWT deduction as per RA 9337						

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

Company Name
Printed Name/Signature/Date Accomplished
Contact/Telephone Number

TERMS AND CONDITIONS

- 1 All entries must be printed or typed written using the NIA Prescribed form (RFQ). Any modification in the terms of the RFQ shall constitute to disqualification.
- 2 The Total Approved Budget for the Contract (ABC) is **Php 130,000.00**. All bids in excess of the ABC shall be automatically rejected.
- 3 Delivery period is within **30** calendar day(s) from receipt of Purchase Order (PO).
- 4 Price validity shall be for a period of **90** calendar day(s) from the date of Bid Opening.
- 5 **For Lot Award**
all items to be grouped together to form one (1) complete Lot. That will be awarded to one Bidder to form one (1) complete contract. Bidder must offer/quote on all items, otherwise, bidder shall automatically be disqualified.
- 6 Warranty shall be for the one (1) year for equipment and six (6) months for supplies and materials from date of approval of the Inspection & Acceptance Report (IAR) by the authorized National Irrigation Administration's representative if applicable. Bidders shall submit only one (1) copy of Bid/Request for Quotation (RFQ) together with the following licenses and legal documents also in one (1) copy placed in one (1) sealed.

☐ Mayor's Business Permit

☐ Printed Copy of PhilGEPS Registration Number
- 7 If an Awardee has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, the Awardee shall extend a maximum of fifteen (15) calendar days under liquidated damages to make good his delivery. Thereafter, if Awardee has not completed delivery within the extended period, the subject Purchase Order shall be cancelled and the award for the undelivered balance withdrawn from that Awardee. The National Irrigation Administration (NIA) shall, then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against DEFAULTING AWARDEE. Refusal by the Defaulting Awardee to shoulder the price difference shall be ground for his disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under RA 9184 and its IRR-A. Non submission of any of the documents above mentioned shall be a ground for outright rejection of the Bid/RFQ.

Note:

- 1 Bid Quotations may be submitted to the Procurement Section, Regional Center, Balintawak, Pagadian City, Zamboanga del Sur, or email at r9.bac@nia.gov.ph.
- 2 Please make certain to affix the signature of the owner, manager or any of its duly authorized representative in a clear legible manner.
- 3 Bidder shall submit one (1) quotation only. Alternate bids shall be rejected.