



<b>MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT</b>	RFQ No. : <b>2018-126</b>
Name of Procuring Entity: <b>DILG</b>	Date: <b>February 26, 2018</b>
Office/End User: <b>OPDS-LGSF</b>	
Company Name	
Address	

**\*PhilGEPS Registration No.**  
 Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:

- TERMS AND CONDITIONS:**
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| <ol style="list-style-type: none"> <li>Bidders shall provide correct and accurate information required in this form.</li> <li>Bidders may quote for any or all items.</li> <li>Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.</li> <li>Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.</li> <li>Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.</li> <li>Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.</li> </ol> | <ol style="list-style-type: none"> <li>Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).</li> <li>The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.</li> <li>Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.</li> </ol> |
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APPROVED BUDGET FOR THE CONTRACT (ABC): <b>Php 210,000.00</b>	 <b>ELNORA A. VELASCO</b> Chief, General Services Division
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ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT
1	Toner Cart. HP201A CF 400A Black	10	pc	4,500.00	
2	Toner Cart. HP201A CF 401A Cyan	10	pc	5,500.00	
	Toner Cart. HP201A CF 403A Magenta	10	pc	5,500.00	
	Toner Cart. HP201A CF 402A Yellow	10	pc	5,500.00	
XX					
PR No. 2018-126 dated February 20, 2018					
PUR: for official use of the OPDS-LGSF					
<p><b>NOTE:</b></p> <p>*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements.</p> <ol style="list-style-type: none"> <li>Valid Business Permit</li> <li>PhilGEPS Registration No. (Please indicate on the space provided above)</li> <li>Accomplished and Notarized Omnibus Sworn Statement</li> </ol> <p>*Please submit your quotation/s in SEALED ENVELOPE/S ON OR BEFORE MARCH 05, 2018, 8:00 AM addressed to the DILG Shopping and Small Value Procurement Committee (SSVPC)  <i>Non inclusion of eligibility documents inside the envelope will be a ground for disqualification</i></p>					

Warranty		Price Validity	
After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.			
_____ Printed Name/Signature/Date			
_____ Tel. No./Cellphone No.			

Reference No. 5187827  
 PD: February 28, 2018  
 CD: March 05, 2018