

PHILIPPINE INFORMATION AGENCY
PIA Bldg, Visayas Avenue, Diliman Quezon City

REQUEST FOR QUOTATION (RFQ)

The Philippine Information Agency (PIA), through its Bids and Awards Committee (BAC), hereby invites all interested suppliers to quote their lowest price on the items listed in the Suppliers Quotation Form (Annex A) subject to the General Conditions stated herein.

NAME OF PROJECT: **SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES (LOTS 1 TO 5)**

APPROVED BUDGET FOR THE CONTRACT:

LOT 1 – VARIOUS INK CARTRIDGES AND TONERS – PHP 466,970.00
LOT 2 – SHARP PHOTOCOPYING MACHINE SUPPLIES – PHP 70,300.00
LOT 3 – RISO SUPPLIES – PHP 11,900.00
LOT 4 – FUJI XEROX DOCUPRINT SUPPLIES – PHP 118,200.00
LOT 5 – CANON 820 & 821 INK CARTRIDGES – PHP 3,960.00

General Conditions:

1. Bidding will be conducted through Small Value Procurement under Section 53.9 of the Revised Implementing Rules and Regulations (IRR) of Republic Act. No. 9184, otherwise known as the “Government Procurement Reform Act.”
2. Suppliers are required to submit the following prior to notification by the BAC of the award:
 - a. Valid & Current Mayor’s/Business Permit for 2023;
 - b. Valid & Current PhilGEPS Registration Certificate/Number;
 - c. Income Tax Return (for ABCs above P500K)
 - d. Omnibus Sworn Statement (for ABCs above P50K);
 - e. Bids should be valid for a period of 90 days.
3. DELIVERY PERIOD: 30 days upon receipt of Purchase Order
4. The total price quoted is subject to VAT and other applicable taxes and payable check;
5. Payment shall be prepared through Advice to Debit Account upon receipt of the supplier’s Statement of Account, subject to deduction of applicable taxes.

For further inquiries, please coordinate with Paul John Delos Santos at mobile number 0985-3050-095. The Quotation may be submitted through e-mail at paul.delossantos@pia.gov.ph.

The Philippine Information Agency (PIA) reserves the right to accept or reject any or all Quotations/Bids, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder(s), and to accept offer that is most advantageous to the Government.

ATTY. ALLAN VINCENT B. LORENZO
BAC-CHAIRPERSON

SUPPLIER'S QUOTATION

ITEM NO.	DESCRIPTION	QTY	UNIT COST (Php)	TOTAL COST (Php)
	<p>LOT 1 – VARIOUS INK CARTRIDGES AND TONERS</p> <ul style="list-style-type: none"> • CANON PG 810, Black • CANON GI-70 Black • CANON GI-70 Cyan • CANON GI-70 Magenta • CANON GI-70 Yellow • TONER, CANON LBP 6000, Cartridge 325 • INK CART, EPSON 003 (C13T00V100), Black • INK CART, EPSON 003 (C13T00V200), Cyan • INK CART, EPSON 003 (C13T00V300), Magenta • INK CART, EPSON 003 (C13T00V400), Yellow • INK CART, Epson C13T664100 (T6641) Black • INK CART, Epson C13T664200 (T6642) Cyan • INK CART, Epson C13T664300 (T6643), Magenta • INK CART, Epson C13T664400 (T6644), Yellow • INK CART, HP CZ107AA, (HP678), Black • INK CART, HP F6V26AA (HP680) Tri-color • INK CART, HP F6V27AA (HP680) Black • INK CART, HP LOS63AA (HP955XL) Cyan Original • INK CART, HP LOS72AA (HP955XL) Black Original • INK CART, HP LOS66AA (HP955XL) Magenta • INK CART, HP LOS69AA (HP955XL) Yellow • TONER CART, HP CE285A (HP85A), Black • TONER CART, HP CF400A (HP201A), Black LaserJet • TONER CART, HP CF401A (HP201A), Cyan LaserJet • TONER CART, HP CF402A (HP201A), Yellow LaserJet • TONER CART, HP CF403A (HP201A), Magenta LaserJet • TONER CART, HP CF210A (131A), Black • TONER CART, HP CF211A (131A) , Cyan • TONER CART, HP CF212A, (131A) Yellow • TONER CART, HP CF213A (131A) Magenta • TONER CART, SAMSUNG MLTD111S <p style="text-align: right;">ABC: PHP 466,970.00</p>	<p>10 cart.</p> <p>1 bottle</p> <p>1 bottle</p> <p>1 bottle</p> <p>1 bottle</p> <p>2 cart.</p> <p>82 cart.</p> <p>68 cart.</p> <p>68 cart.</p> <p>68 cart.</p> <p>32 cart.</p> <p>16 cart.</p> <p>16 cart.</p> <p>16 cart.</p> <p>4 cart.</p> <p>50 cart.</p> <p>50 cart.</p> <p>5 cart.</p> <p>8 cart.</p> <p>3 cart.</p> <p>5 cart.</p> <p>15 cart.</p> <p>2 cart.</p> <p>2 cart.</p> <p>2 cart.</p> <p>2 cart.</p> <p>7 cart.</p> <p>6 cart.</p> <p>6 cart.</p> <p>6 cart.</p> <p>2 cart.</p>		

	<p>LOT 2 – SHARP PHOTOCOPYING MACHINE SUPPLIES</p> <ul style="list-style-type: none"> • TONER CART, SHARP MX-237FT • TONER CART, SHARP MX-312FT <p>ABC: PHP 70,300.00</p>	<p>7 cart. 2 cart.</p>		
	<p>LOT 3 – RISO SUPPLIES</p> <ul style="list-style-type: none"> • Riso Ink Fil Type Black UA • Riso Master Fil Type 77 A3 <p>ABC: PHP 11,900.00</p>	<p>2 cart. 2 cart.</p>		
	<p>LOT 4 – FUJI XEROX DOCUPRINT SUPPLIES</p> <ul style="list-style-type: none"> • Fuji Xerox Docuprint M455df Drum Cartridge (up to 100k) (CT350976) • Fuji Xerox Docuprint M455df Toner • TONER CART, FUJI DocuPrint M465 AP <p>ABC: PHP 118,200.00</p>	<p>1 cart. 1 cart. 5 cart.</p>		
	<p>LOT 5 – CANON 820 & 821 INK CARTRIDGES</p> <ul style="list-style-type: none"> • INK CART, CANON 820, Black • INK CART, CANON 821, Black • INK CART, CANON 821, Yellow • INK CART, CANON 821, Magenta • INK CART, CANON 821, Cyan <p>NOTE: Supplier must provide Authorized Distributorship and Certification</p> <p><i>Delivery Period : 30 days upon receipt of Purchase Order</i></p>	<p>1 cart. 1 cart. 1 cart. 1 cart. 1 cart.</p>		

DELIVERY PERIOD: Fifteen (15) days upon receipt of Purchase Order

PRICE VALIDITY:90 days

After having carefully read, understood and accepted the conditions specified in the Request for Quotation, Technical Specification and Terms of Reference, I/We quote on the item(s) at prices as above-indicated.

Printed Name and Signature

Business Name and Address

Telephone/Mobile No. and E-mail address

Date

Technical Specifications

Note: Bidders must state either “**Comply**” or “**Not Comply**” in the column “Statement of Compliance” against each of the individual parameters of each Specification:

Item	Specification	Statement of Compliance
	<p>LOT 1 – VARIOUS INK CARTRIDGES AND TONERS</p> <ul style="list-style-type: none">• CANON PG 810, Black 10 cart.• CANON GI-70 Black 1 bottle• CANON GI-70 Cyan 1 bottle• CANON GI-70 Magenta 1 bottle• CANON GI-70 Yellow 1 bottle• TONER, CANON LBP 6000, Cartridge 325 2 cart.• INK CART, EPSON 003 (C13T00V100), Black 82 cart.• INK CART, EPSON 003 (C13T00V200), Cyan 68 cart.• INK CART, EPSON 003 (C13T00V300), Magenta 68 cart.• INK CART, EPSON 003 (C13T00V400), Yellow 68 cart.• INK CART, Epson C13T664100 (T6641) Black 32 cart.• INK CART, Epson C13T664200 (T6642) Cyan 16 cart.• INK CART, Epson C13T664300 (T6643), Magenta 16 cart.• INK CART, Epson C13T664400 (T6644), Yellow 16 cart.• INK CART, HP CZ107AA, (HP678), Black 4 cart.• INK CART, HP F6V26AA (HP680) Tri-color 50 cart.• INK CART, HP F6V27AA (HP680) Black 50 cart.• INK CART, HP LOS63AA (HP955XL) Cyan Original 5 cart.• INK CART, HP LOS72AA (HP955XL) Black Original 8 cart.• INK CART, HP LOS66AA (HP955XL) Magenta 3 cart.• INK CART, HP LOS69AA (HP955XL) Yellow 5 cart.• TONER CART, HP CE285A (HP85A), Black 15 cart.• TONER CART, HP CF400A (HP201A), Black LaserJet 2 cart.• TONER CART, HP CF401A (HP201A), Cyan LaserJet 2 cart.• TONER CART, HP CF402A (HP201A), Yellow LaserJet 2 cart.	

<ul style="list-style-type: none"> • TONER CART, HP CF403A (HP201A), Magenta LaserJet 2 cart. • TONER CART, HP CF210A (131A), Black 7 cart. • TONER CART, HP CF211A (131A) , Cyan 6 cart. • TONER CART, HP CF212A, (131A) Yellow 6 cart. • TONER CART, HP CF213A (131A) Magenta 6 cart. • TONER CART, SAMSUNG MLTD111S 2 cart. <p>LOT 2 – SHARP PHOTOCOPYING MACHINE SUPPLIES</p> <ul style="list-style-type: none"> • TONER CART, SHARP MX-237FT 7 cart. • TONER CART, SHARP MX-312FT 2 cart. <p>LOT 3 – RISO SUPPLIES</p> <ul style="list-style-type: none"> • Riso Ink Fil Type Black UA 2 cart. • Riso Master Fil Type 77 A3 2 cart. <p>LOT 4 – FUJI XEROX DOCUPRINT SUPPLIES</p> <ul style="list-style-type: none"> • Fuji Xerox Docuprint M455df Drum Cartridge (up to 100k) (CT350976) 1 cart. • Fuji Xerox Docuprint M455df Toner 1 cart. • TONER CART, FUJI DocuPrint M465 AP 5 cart. <p>LOT 5 – CANON 820 & 821 INK CARTRIDGES</p> <ul style="list-style-type: none"> • INK CART, CANON 820, Black 1 cart. • INK CART, CANON 821, Black 1 cart. • INK CART, CANON 821, Yellow 1 cart. • INK CART, CANON 821, Magenta 1 cart. • INK CART, CANON 821, Cyan 1 cart. <p>NOTE: Supplier must provide Authorized Distributorship and Certification</p> <p><i>Delivery Period : 30 days upon receipt of Purchase Order</i></p>	
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I hereby certify that the statement of compliance to the forgoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

Name of Company/Bidder

Signature Over Printed Name
Of Authorized Representative

Date



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9951390
Procuring Entity PHILIPPINE INFORMATION AGENCY
Title SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES AND CONSUMABLES (LOTS 1-5)
Area of Delivery Metro Manila

Solicitation Number:	23-07-060	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	2
Category:	Office Equipment Supplies and Consumables	Date Published	18/07/2023
Approved Budget for the Contract:	PHP 671,330.00	Last Updated / Time	18/07/2023 00:00 AM
Delivery Period:		Closing Date / Time	27/07/2023 17:00 PM
Client Agency:			
Contact Person:	Paul John Hechanova Delos Santos Administrative Assistant III Visayas Avenue, Diliman, Quezon City Metro Manila Philippines 1128 63-2-9204338 paul.delossantos@pia.gov.ph		

Description

PHILIPPINE INFORMATION AGENCY
PIA Bldg, Visayas Avenue, Diliman Quezon City

REQUEST FOR QUOTATION (RFQ)

The Philippine Information Agency (PIA), through its Bids and Awards Committee (BAC), hereby invites all interested suppliers to quote their lowest price on the items listed in the Suppliers Quotation Form (Annex A) subject to the General Conditions stated herein.

NAME OF PROJECT: SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES AND CONSUMABLES (LOTS 1 TO 5)

APPROVED BUDGET FOR THE CONTRACT:

- LOT 1 – VARIOUS INK CARTRIDGES AND TONERS – PHP 466,970.00
- LOT 2 – SHARP PHOTOCOPIING MACHINE SUPPLIES – PHP 70,300.00
- LOT 3 – RISO SUPPLIES – PHP 11,900.00
- LOT 4 – FUJI XEROX DOCUPRINT SUPPLIES – PHP 118,200.00
- LOT 5 – CANON 820 & 821 INK CARTRIDGES – PHP 3,960.00

General Conditions:

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ATTY. ALLAN VINCENT B. LORENZO
BAC-CHAIRPERSON

ANNEX A
SUPPLIER'S QUOTATION

ITEM NO.
DESCRIPTION QTY UNIT COST (Php) TOTAL COST (Php)

LOT 1 – VARIOUS INK CARTRIDGES AND TONERS

- CANON PG 810, Black 10 cart.
- CANON GI-70 Black 1 bottle
- CANON GI-70 Cyan 1 bottle
- CANON GI-70 Magenta 1 bottle
- CANON GI-70 Yellow 1 bottle
- TONER, CANON LBP 6000, Cartridge 325 2 cart.
- INK CART, EPSON 003 (C13T00V100), Black 82 cart.
- INK CART, EPSON 003 (C13T00V200), Cyan 68 cart.
- INK CART, EPSON 003 (C13T00V300), Magenta 68 cart.
- INK CART, EPSON 003 (C13T00V400), Yellow 68 cart.
- INK CART, Epson C13T664100 (T6641) Black 32 cart.
- INK CART, Epson C13T664200 (T6642) Cyan 16 cart.
- INK CART, Epson C13T664300 (T6643), Magenta 16 cart.
- INK CART, Epson C13T664400 (T6644), Yellow 16 cart.
- INK CART, HP CZ107AA, (HP678), Black 4 cart.
- INK CART, HP F6V26AA (HP680) Tri-color 50 cart.
- INK CART, HP F6V27AA (HP680) Black 50 cart.
- INK CART, HP L0S63AA (HP955XL) Cyan Original 5 cart.
- INK CART, HP L0S72AA (HP955XL) Black Original 8 cart.
- INK CART, HP L0S66AA (HP955XL) Magenta 3 cart.
- INK CART, HP L0S69AA (HP955XL) Yellow 5 cart.
- TONER CART, HP CE285A (HP85A), Black 15 cart.
- TONER CART, HP CF400A (HP201A), Black LaserJet 2 cart.
- TONER CART, HP CF401A (HP201A), Cyan LaserJet 2 cart.
- TONER CART, HP CF402A (HP201A), Yellow LaserJet 2 cart.
- TONER CART, HP CF403A (HP201A), Magenta LaserJet 2 cart.
- TONER CART, HP CF210A (131A), Black 7 cart.
- TONER CART, HP CF211A (131A) , Cyan 6 cart.
- TONER CART, HP CF212A, (131A) Yellow 6 cart.
- TONER CART, HP CF213A (131A) Magenta 6 cart.
- TONER CART, SAMSUNG MLTD111S 2 cart.

ABC: PHP 466,970.00

LOT 2 – SHARP PHOTOCOPYING MACHINE SUPPLIES

- TONER CART, SHARP MX-237FT 7 cart.
- TONER CART, SHARP MX-312FT 2 cart.

ABC: PHP 70,300.00

LOT 3 – RISO SUPPLIES

- Riso Ink Fil Type Black UA 2 cart.
- Riso Master Fil Type 77 A3 2 cart.

ABC: PHP 11,900.00

LOT 4 – FUJI XEROX DOCUPRINT SUPPLIES

- Fuji Xerox Docuprint M455df Drum Cartridge (up to 100k) (CT350976) 1 cart.
- Fuji Xerox Docuprint M455df Toner 1 cart.
- TONER CART, FUJI DocuPrint M465 AP 5 cart.

ABC: PHP 118,200.00

LOT 5 – CANON 820 & 821 INK CARTRIDGES

- INK CART, CANON 820, Black 1 cart.
- INK CART, CANON 821, Black 1 cart.
- INK CART, CANON 821, Yellow 1 cart.
- INK CART, CANON 821, Magenta 1 cart.
- INK CART, CANON 821, Cyan 1 cart.

NOTE: Supplier must provide Authorized Distributorship and Certification

Delivery Period : 30 days upon receipt of Purchase Order

DELIVERY PERIOD: Fifteen (15) days upon receipt of Purchase Order

PRICE VALIDITY:90 days

After having carefully read, understood and accepted the conditions specified in the Request for Quotation, Technical Specification and Terms of Reference, I/We quote on the item(s) at prices as above-indicated.

Printed Name and Signature

Business Name and Address

Telephone/Mobile No. and E-mail address

Date

Technical Specifications

Note: Bidders must state either "Comply" or "Not Comply" in the column "Statement of Compliance" against each of the individual parameters of each Specification:

Item Specification Statement of Compliance

LOT 1 – VARIOUS INK CARTRIDGES AND TONERS

- CANON PG 810, Black 10 cart.
- CANON GI-70 Black 1 bottle

- CANON GI-70 Cyan 1 bottle
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- CANON GI-70 Yellow 1 bottle
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- INK CART, EPSON 003 (C13T00V200), Cyan 68 cart.
- INK CART, EPSON 003 (C13T00V300), Magenta 68 cart.
- INK CART, EPSON 003 (C13T00V400), Yellow 68 cart.
- INK CART, Epson C13T664100 (T6641) Black 32 cart.
- INK CART, Epson C13T664200 (T6642) Cyan 16 cart.
- INK CART, Epson C13T664300 (T6643), Magenta 16 cart.
- INK CART, Epson C13T664400 (T6644), Yellow 16 cart.
- INK CART, HP CZ107AA, (HP678), Black 4 cart.
- INK CART, HP F6V26AA (HP680) Tri-color 50 cart.
- INK CART, HP F6V27AA (HP680) Black 50 cart.
- INK CART, HP L0S63AA (HP955XL) Cyan Original 5 cart.
- INK CART, HP L0S72AA (HP955XL) Black Original 8 cart.
- INK CART, HP L0S66AA (HP955XL) Magenta 3 cart.
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- TONER CART, HP CF401A (HP201A), Cyan LaserJet 2 cart.
- TONER CART, HP CF402A (HP201A), Yellow LaserJet 2 cart.
- TONER CART, HP CF403A (HP201A), Magenta LaserJet 2 cart.
- TONER CART, HP CF210A (131A), Black 7 cart.
- TONER CART, HP CF211A (131A) , Cyan 6 cart.
- TONER CART, HP CF212A, (131A) Yellow 6 cart.
- TONER CART, HP CF213A (131A) Magenta 6 cart.
- TONER CART, SAMSUNG MLTD111S 2 cart.

LOT 2 – SHARP PHOTOCOPYING MACHINE SUPPLIES

- TONER CART, SHARP MX-237FT 7 cart.
- TONER CART, SHARP MX-312FT 2 cart.

LOT 3 – RISO SUPPLIES

- Riso Ink Fil Type Black UA 2 cart.
- Riso Master Fil Type 77 A3 2 cart.

LOT 4 – FUJI XEROX DOCUPRINT SUPPLIES

- Fuji Xerox Docuprint M455df Drum Cartridge (up to 100k) (CT350976) 1 cart.
- Fuji Xerox Docuprint M455df Toner 1 cart.
- TONER CART, FUJI DocuPrint M465 AP 5 cart.

LOT 5 – CANON 820 & 821 INK CARTRIDGES

- INK CART, CANON 820, Black 1 cart.
- INK CART, CANON 821, Black 1 cart.
- INK CART, CANON 821, Yellow 1 cart.
- INK CART, CANON 821, Magenta 1 cart.
- INK CART, CANON 821, Cyan 1 cart.

NOTE: Supplier must provide Authorized Distributorship and Certification
Delivery Period : 30 days upon receipt of Purchase Order

I hereby certify that the statement of compliance to the forgoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

Name of Company/Bidder Signature Over Printed Name Date
Of Authorized Representative

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Lot 1 - Supplies and Consumables	Various Inks Cartridges and Toners	1	Lot	466,970.00
2	Lot 2 - Supplies and Consumables	Sharp Photocopying Machine Supplies	1	Lot	70,300.00
3	Lot 3 - Supplies and Consumables	Riso Supplies	1	Lot	11,900.00

4	Lot 4 - Supplies and Consumables	Fuji Xerox Docuprint Supplies	1	Lot	118,200.00
5	Lot 5 - Supplies and Consumables	Canon 820 & 821 Ink Cartridges	1	Lot	3,960.00

Created by Ronelio N Hernandez

Date Created 17/07/2023

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.