Civil Service Commission
Constitution Hills, Batasan Pambansa Complex Diliman, Quezon City

REQUEST FOR QUOTATION

				RFQ No.	: 2024-125 NP-SVP									
					Date:	: 05/29/2024								
					PR No./End-User	: 2024-05-0741 (OAC- PaC)								
Con	npany Name	:				1 40)								
Address : Tel No. & Fax No.		:												
		:												
	oile No. / E-Mail	:												
PhilGEPS Reg. No.		:												
TIN	No.	:												
Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A . Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.														
If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.														
the both will	Prospective supplier who will submit a proposal with the lowest calculated and responsive offer / quotation shall be selected. As a condition for award, the selected supplier will be required to submit a copy of its updated PhilGEPS Registration or Mayor's / Business Permit, whichever is applicable, or both, as the case maybe. The updated *Certification Platinum Membership may be submitted in lieu of the Mayor's/Business Permit. If awarded, you will be required to submit a 'duly notarized Omnibus Sworn Statement in accordance with the attached format (Annex B), together with the *signed copy of Purchase Order (PO) prior to the date of event / delivery / installation.													
Please accomplish and submit this form and all the required documents to Procurement Management Division - OFAM, Basement, Civil Service Commission, Constitution Hills, Quezon City or fax it through number 931-8029 or email to csc.ofam.pmd@gmail.com not later than 05 June 2024 @ 9:00 a.m.														
9:00	<u>J a.m</u> .	_				3								
					Due	6.04								
					PX	ages								
				_	DESCENTAGE OF THE PERSON OF TH	U ON M. OA IEC								
•	EDGARD 931-7935; 931-793	O M. WYCO 9; 931-8092 Loc. !	508		PRESENTACION M. GAJES Supervising Administrative Officer Office for Financial & Assets Management (OFAM)									
TEF	RMS AND CONDITIO	NS:	Ø.		,									
1.	Award shall be mad	 '	Item Basis	Lot Basis	•	Total Quoted Price								
2.	Goods/Services sha	•												
3.	Place / time of Deliv	rery:	Civil Service Commis	sion, Constitution Hills, Quezon Agree	City - OFAM - Lower Ground Time	und Floor / 8-12AM-1-4PM /								
4.	Please indicate Wa	rranty:												
5.			·	ods, please indicate brand, mod	del and country of origin.									
6.	•		curate information require											
7. 8.		•	udget for the contract shall eriod of thirty (30) calend	if be rejected. dar days from the date of subm	ission									
9.	=			=										
10.	Terms of Payment: within 15-30 days upon complete submission of supporting documents. Payment shall be made through Land Bank's LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account)./Bank Transfer Facility.													
	Account Name:			Account Number:										
	Bank Name:			Branch:										
	"Note: Non-Land B	ank of the Philipp	pines accounts shall be	charged a service fee.										
11.	Liquidated Damages/Penalty: amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.													
12.	In case of discrepar	cy between unit co	ost and total cost, unit cost	t shall prevail.										
13.	In case of a tie, the	contract shall be a	warded to the supplier or	service provider who first submi	tted its quotation.									
14.	Prospective supplier must not be blacklisted by the PhilGEPS-DBM as appeared in their "List of Blacklisted Bidders".													
15.	-		be registered at the Phil geps.gov.ph and registe	lippine Government Electronic er for free."	c Procurement System (PhilGEPS). You may visit								

Printed Name/Signature
Authorized Representative of the Service Provider

Civil Service Commission

Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,

REQUEST FOR QUOTATION

Company Name : Address : Tel No. & Fax No. : Mobile No : PhilGEPS Reg. No. TIN No.						RFQ No. Date: PR No./End-User:	2024-125 29-May-24 2024-05-0741 (OAC-PaC)	
ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	YES	NO	REMARKS/BIDDERS SPECIFICATIONS If applicable, write the detailed specifications in the space provided. Indicate brand, model and country of origin.	UNIT PRICE	TOTAL PRICE
1	INKJET PRINTER - COLORED	1	set					
	A4 Color Inkjet All-In-One Printer Print, Copy, Scan Fast Two-Sided Printing Print Speed up to 23ppm (black) and 22ppm (color) USB, WiFi, Bluetooth, LAN, Mobile Printing With Auto Document Feeder (ADF) and Magic Touch Panel One (1) year warranty							
	Approved Budget for the Contract: PhP45,000.00.							
	xxxxxxxxxx-Nothing Follows-xxxxxxxxx							

EDGARDO M. WYCO

Procurement Officer

931-7935; 931-7939; 931-8092 Loc. 508

Printed Name/Signature

Authorized Representative of the Service Provider