



DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)
Energy Center, Rizal Drive Bonifacio
Global City, Taguig City, Philippines 1632

RFQ No.	RFQ-01-0151-2022-10-0360-1116-0181
Purchase Request No.:	01-0151-2022-10-0360

REQUEST FOR QUOTATION

Title of Procurement/End-user	: SUPPLY AND DELIVERY OF ICT SUPPLIES UNDER BIOFULES PROGRAM CY2022
Mode of Procurement	: Small Value Procurement (AMP53.9)
Bidding Terms	: Per Item
Delivery Terms/Schedule	: 45 days upon receipt of Purchase Order (P.O).
Delivery Location	: Department of Energy Main Office, BGC Taguig City
Payment Terms	: Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance.

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3rd Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: bacsecretariat@doe.gov.ph not later than **21 November 2022, 5:00PM**. **LATE SUBMISSION WILL NOT BE ACCEPTED.**

Terms of Reference/Specifications				
Item No.	Description/ Specification:	Quantity	Unit Price	Total ABC
1.	Kyocera Toner TK-8113Y for Ecosys M8124CIDN	8 pcs.	8,700.00	69,600.00
2.	"Epson CISS Louvre Ink Bottle (BK) (003 series) for L5190"	22 bottles	307.73	6,770.00
3.	"Epson CISS Louvre Ink Bottle (C) (003 series) for L5190"	20 bottles	318.00	6,360.00
4.	"Epson CISS Louvre Ink Bottle (M) (003 series) for L5190"	20 bottles	318.00	6,360.00
5.	"Epson CISS Louvre Ink Bottle (Y) (003 series) for L5190"	20 bottles	318.00	6,360.00
		TOTAL		95,450.00
	TERMS AND CONDITIONS 1. The prices quoted shall not be subject to any change. 2. Supplier should warrant that all items according to specifications and shall be free from defects. The defects, if any, during the guarantee period is to be rectified free of charge by arranging free replacement of parts whenever necessary. 3. The participating bidder should secure a very satisfactory rating certification from the latest purchaser/end user 4. Total bid price is inclusive of cost of duties and taxes.			
General Conditions: 1. Quotation shall be valid for sixty (60) days from submission 2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. (If applicable) 3. The following documents shall be attached/included in the submission of proposal/quotation: a) Mayor's / Business Permit b) PhilGEPS Registration Number/Certificate c) Income /Business Tax Return (For ABCs above 500k) d) Omnibus sworn Statement (Annex C) 4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee. 5. The Supplier shall clearly state the company name and account name for payment. 6. The price quoted is inclusive of all taxes and other charges. 7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.				