



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

RFQ No.	RFQ-01-0151-2022-03-0046-0329-0027
Purchase Request No.:	01-0151-2022-03-0046

REQUEST FOR QUOTATION

Title of Procurement/End-user	: Procurement of ICT Supplies for the implementation of EE&C Act
Mode of Procurement	: Small Value Procurement (AMP 53.9)
Bidding Terms	: Per Lot
Delivery Terms/Schedule	: 30 Days
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 **01 April 2022, Friday at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications										
Item No.	Description/ Specification:				Quantity	Unit Price	Total ABC			
1.	LOT	Item	Qty.	Unit	Allocated Budget		500,000.00			
					Contract (ABC)					
	LOT 1	Kyocera Toner TK-5244K	6	cartridge	111,075.00					
		Kyocera Toner TK-5244C	5							
		Kyocera Toner TK-5244M	5							
		Kyocera Toner TK-5244Y	5							
	LOT 2	Kyocera Toner TK-8519K	6	cartridge	310,200.00					
		Kyocera Toner TK-8519C	4							
		Kyocera Toner TK-8519M	4							
		Kyocera Toner TK-8519Y	4							
	LOT 3	Kyocera-MITA TK-679	5	cartridge	78,725.00					
		Kyocera-MITA Maintenance Kit MK-671E	1	kit						
	TOTAL							500,000.00		
	TECHINCAL SPECIFICATIONS:									
	Kyocera Toner TK-5244K Black									
Color Type: Black										
Printing Technology: Laser										
Compatible: Kyocera ECOSYS P5026CDN, P5026CDW, M5526CDN, M5526CDW										
Kyocera Toner TK-5244C Cyan										
Color Type: Cyan										
Printing Technology: Laser										
Compatible: Kyocera ECOSYS P5026CDN, P5026CDW, M5526CDN, M5526CDW										

	<p>Kyocera Toner TK-5244M Magenta</p> <p>Color Type: Magenta Printing Technology: Laser Compatible: Kyocera ECOSYS P5026CDN, P5026CDW, M5526CDN, M5526CDW</p> <p>Kyocera Toner TK-5244Y Yellow</p> <p>Color Type: Yellow Printing Technology: Laser Compatible: Kyocera ECOSYS P5026CDN, P5026CDW, M5526CDN, M5526CDW</p> <p>Kyocera Toner TK-8519K</p> <p>Color Type: Black Printing Technology: Laser Compatible: Kyocera TASKalfa 300i, TASKalfa 5052ci, TASKalfa 6052ci</p> <p>Kyocera Toner TK-8519C</p> <p>Color Type: Cyan Printing Technology: Laser Compatible: Kyocera TASKalfa 300i, TASKalfa 5052ci, TASKalfa 6052ci</p> <p>Kyocera Toner TK-8519M</p> <p>Color Type: Magenta Printing Technology: Laser Compatible: Kyocera TASKalfa 300i, TASKalfa 5052ci, TASKalfa 6052ci</p> <p>Kyocera Toner TK-8519Y</p> <p>Color Type: Yellow Printing Technology: Laser Compatible: Kyocera TASKalfa 300i, TASKalfa 5052ci, TASKalfa 6052ci</p> <p>Kyocera-MITA TK-679 Black</p> <p>Color Type: Black Printing Technology: Laser Compatible: Kyocera KM-2540, KM-2560, KM-3040, KM-3060, Kyocera TASKalfa 300i</p> <p>Kyocera-MITA Maintenance Kit MK-671E</p> <p>Color Type: No Color Printing Technology: Laser Compatible: Kyocera TASKalfa 300i, CS 300x, CS-300i</p>
	<p>Terms and Conditions:</p> <p>A. The price quoted must be firm and irrevocable and not subject to any changes whatsoever even due to the cost of raw material components and fluctuations in foreign exchange rates and excise duties.</p> <p>B. Bidder must replace defective items within a week after return.</p> <p>C. Bid price must be inclusive of all costs (insurance, freight, brokerage, duties and taxes, etc.) attendant to the delivery of the items at DOE.</p> <p>D. Delivery Terms: Delivery will be within Thirty (30) days upon the End-user's formal order.</p> <p>E. Payment Terms: Payment will be released in thirty (30) days upon the satisfactory acceptance by DOE of each quantity delivered.</p>
<p>General Conditions:</p> <ol style="list-style-type: none">1. Quotation shall be valid for sixty (60) days from submission2. 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:<ol style="list-style-type: none">a) Mayor's / Business Permitb) PhilGEPS Registration Number/Certificatec) Income /Business Tax Returnd) 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.	