REQUEST QUOTATION FORM

ZAMBOANGA CITY WATER DISTRICT SHOPPING (B) Zamboanga City Date prepared : 07/04/2025 Tel. No. (062) 991-1556-57 PR No.: 25-0149 Dated: 05/214/2025 Please submit your quotation to the SUPPLIER: Zamboanga City Water District on or ADDRESS: before 2:00 P.M. July 08, 2025 CONTACT PERSON: CONTACT NUMBER: Upon receipt of the Purchase Order, you are requested to deliver the item(s) quoted to the ZCWD Property Section at Pasonanca or to the delivery point specified in the Purchase Order. Penalties may be imposed for delays in the delivery beyond the delivery period and your company may be excluded from participating in future biddings. Pls. REFER TO THE ATTACHED "INSTRUCTION TO BIDDERS" for your guidance. DESCRIPTION/SPECIFICATION ITEM UNIT **UNIT COST BRAND &** NO. MODEL OFFERED 1 **GENUINE INK CARTRIDGE, HP 131A CF210A Black** 2 Cart GENUINE INK CARTRIDGE, HP 131A CF211A Cyan 3 2 Cart GENUINE INK CARTRIDGE, HP 131A CF212A Yellow 3 Cart GENUINE INK CARTRIDGE, HP 131A CF213A Magenta Cart 4 2 GENUINE INK CARTRIDGE ONLY. NOT INK REFILLS. **TOTAL CONTRACT PRICE =** I have the honor to submit our quotation for the above—specified item of which we have on stock except as specified. SUPPLIER/REPRESENTATIVE DATED (Printed Name & Signature) NOTE: Register your bids to the BAC Secretariat before dropping the bid in the bidding box.

- Delivery Period: 15 Calendar days upon receipt of P.O./NTP. 2.
- Warranty Period: 3 Months for Expendable supplies after acceptance by the procuring entity. 3.
- Price Validity: 120 C.D.
- 5. If applicable, the BAC may require the bidder to submit un-amended sales literature, brochure, shop drawing or samples. Non-submission of which may be a ground for disqualification. In case the bidder failed to submit the aforementioned requirements, then the product being offered by the winning bidder shall be subjected to inspection pursuant to RA 9184 and its IRR and Government Procurement Manual (GPM Vol. 2) and pertinent COA regulations on technical inspection and acceptance procedures by the procuring entity's authorized inspectors.
- 6. Payment Terms: NO COD
- All erasure must be initialed to avoid disqualification.
- Delivery Point: Budget Section, AFMD, 3rd Floor, ZCWD Main Offic, Pilar St., Z.C.
- Approved Budget Cost (ABC): P 53,350.00

BIDS AND AWARDS COMMITTEE

- 10. The bidder is required to submit within 3 calendar days from the date of the bid opening the following requirements: Mayor's/Business Permit and Philgeps Registration. Failure to submit the required documents within the time frame may be a ground for disqualification. The bidder may also submit these documents together with its Request for Ouotation (RFO).
- 11. In case where an occurrence of a tie among bidders, BAC shall conduct drawing of lots in accordance with GPPB Circular 06-2005 dated August 05, 2005 and Appendix 11 of the 2016 RIRR of R.A. 9184.
- 12. All items must be quoted otherwise the bid shall be incomplete and non-complying.
- 13. For Bidding Results, please call BAC Secretariat at this number 991-1556 local 8127 and look Mr. Aaron O. Mas a day after the scheduled Bid Opening. You may also send us an e-mail at this address: bac@zcwd.gov.ph. Failure on your part to communicate with us will be taken as a waiver to be informed of the result.
- 14. Open quotations may be submitted, manually or through facsimile or email at the following: Fax nos. (062) 9550754/9927831 or Email Address: bac@zcwd.gov.ph
- 15. For NEGOTIATED PROCUREMENT-SMALL VALUE PROCUREMENT requiring Omnibus Sworn Statement, please submit original copy.

REMARKS/ ADDITIONAL INFORMATION		
Prepared by:	Distributed by:	
ATTY. VINCENT F. FERNANDEZ		