



Republic of the Philippines  
**MOUNTAIN PROVINCE STATE POLYTECHNIC COLLEGE**  
 Bontoc Campus  
 Bontoc, Mountain Province

RFQ No.: 24-07-005SGO  
 Issuance of RFQ:

**REQUEST FOR QUOTATION**

**SIR/MADAM:**

Please quote your lowest price for the following items enumerated below, taking into consideration the following :

**TERMS AND CONDITIONS**

1. The Approved Budget for the Contract (ABC) is ..... **PhP268,800.00**
2. Price Quotation should be inclusive of the 5% Final VAT and expanded withholding tax (EWT) of 1%.
3. Price Quotation shall be valid within thirty (30) calendar days from the deadline of submission of RFQ.
4. Delivery period is within ten (10) calendar days from receipt of Purchase Order.
5. If awarded the contract, processing and payment shall be made after complete delivery of services/supplies and final acceptance.
6. Refusal to accept an award maybe ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR
7. Place of delivery - Supply and Property Management Office, Bontoc Campus.
8. The procuring entity may terminate the contract, in whole or in part, at anytime for unsatisfactory service.

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
6	pc	Toner TN223, Black		
3	pc	Toner TN223, Cyan		
2	pc	Toner TN223, Magenta		
2	pcs	Toner TN223, Yellow		

- Note:**
1. Total bid should not exceed the Approved Budget for the Contract, otherwise, not interested.
  2. Please indicate the total amount of your bid.
  3. The absence of a Landbank Account will deny you the opportunity to this bidding.

All qualified suppliers are invited to pick up Request for Quotation papers on \_\_\_\_\_, 2024 at the BAC Secretariat  
 Please submit in person or authorized representative your quotation with the following requirements:

1. Mayor's Permit/Business Permit
2. PhilGEPS registration Certificate

All sealed quotations must be submitted on or before \_\_\_\_\_ 2024 at 5:00 PM at the BAC Secretariat Office.  
 Mountain Province State Polytechnic College reserves the right to accept or reject any or all quotations and impose

**EDGAR G. CUE**  
 College President

\_\_\_\_\_  
 Date

**I have read and understood the Terms & Conditions stated above.  
 By signing this quote, I hereby agree and bind myself to the Terms & Conditions.**

Signature: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 Business/Trade Name: \_\_\_\_\_  
 Landbank Account No: \_\_\_\_\_  
 Tax Identification Number: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Contact Number: \_\_\_\_\_

\_\_\_\_\_  
 Canvasser