

**BID FORM**

**IMPORTANT NOTES/INSTRUCTIONS:**

1. Make sure to read the Terms and Conditions stated in the Request for Quotation before filling out this form.
2. Use this form for your quotation. Additional bidder's proposal can also be attached to this form.
3. Ensure to indicate the price for the whole lot and the unit price per unit.
4. Ensure to fill-up the **TOTAL AMOUNT IN WORDS**.
5. Ensure to check the "Compliance with Technical Specifications" Column.
6. Submit your bid in any of the following:
  - a. Sealed in an envelope, or
  - b. Email to [psa07.rbac@gmail.com](mailto:psa07.rbac@gmail.com) only
7. Failure to follow these instructions will result to the disqualification of your entire quotation/bid.

| Item No. | Item/s and specification/s (minimum)  | Unit       | Qty.     | Approved Budget for the Contract (ABC) per unit | Unit Price (in Peso) Please indicate your offer/price here. | Total Amount (VAT inclusive) | Compliance with Technical Specifications (please check) |     |
|----------|---|------------|----------|---|---|------------------------------|---|-----|
|          |   |            |          |   |   |                              | YES   | NO  |
| 1        | <b>CATEGORY C</b><br><b>IT Supplies for the 3<sup>rd</sup> Quarter with the following technical specifications:</b> | <b>Lot</b> | <b>1</b> | <b>161,070.00</b>                               |   |                              | ( )   | ( ) |
| 1.1      | INK, EPSON C13T664100 (T6641)   | pc         | 22       | 265.00  |   |                              |   |     |
| 1.2      | INK, EPSON C13T664200 (T6642)   | pc         | 15       | 265.00  |   |                              |   |     |
| 1.3      | INK, EPSON C13T664400 (T664)  | pc         | 15       | 265.00  |   |                              |   |     |
| 1.4      | INK CART, HP F6V26AA (HP680) Tri-color  | pc         | 10       | 450.00  |   |                              |   |     |
| 1.5      | INK CART, HP F6V27AA (HP680) Black  | pc         | 10       | 450.00  |   |                              |   |     |
| 1.6      | MOUSE, optical, USB connection type   | pc         | 6        | 145.00  |   |                              |   |     |
| 1.7      | HP 51- Black  | bottle     | 4        | 530.00  |   |                              |   |     |
| 1.8      | EPSON LX-300 Ribbon Cartridge   | cart       | 2        | 200.00  |   |                              |   |     |
| 1.9      | Epson Ink 673 Black   | bottle     | 3        | 630.00  |   |                              |   |     |
| 1.10     | Epson Ink 673 Cyan  | bottle     | 3        | 690.00  |   |                              |   |     |
| 1.11     | Epson Ink 673 Light Cyan  | bottle     | 3        | 690.00  |   |                              |   |     |
| 1.12     | Epson Ink 673 Light Magenta   | bottle     | 3        | 690.00  |   |                              |   |     |

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|----------|--|--------|------|---|---|------------------------------|---|----|
|          |  |        |      |   |   |                              | YES   | NO |
| 1.13     | Epson Ink 673 Magenta                  | bottle | 3    | 690.00  |   |                              |   |    |
| 1.14     | Epson L110 Ink Bottle, black           | bottle | 8    | 500.00  |   |                              |   |    |
| 1.15     | Epson L110 Ink Bottle, blue            | bottle | 4    | 500.00  |   |                              |   |    |
| 1.16     | Epson L110 Ink Bottle, cyan            | bottle | 4    | 500.00  |   |                              |   |    |
| 1.17     | Epson L110 Ink Bottle, yellow          | bottle | 4    | 500.00  |   |                              |   |    |
| 1.18     | Epson Ink 673 Yellow                   | bottle | 3    | 690.00  |   |                              |   |    |
| 1.19     | HP 52 Cyan                             | bottle | 4    | 530.00  |   |                              |   |    |
| 1.20     | HP 52 Magenta                          | bottle | 4    | 530.00  |   |                              |   |    |
| 1.21     | HP 52 Yellow                           | bottle | 4    | 530.00  |   |                              |   |    |
| 1.22     | HP Ink 678 Black                       | bottle | 5    | 700.00  |   |                              |   |    |
| 1.23     | HP Ink 678 Color                       | bottle | 5    | 700.00  |   |                              |   |    |
| 1.24     | HP Ink 704- Black                      | bottle | 2    | 700.00  |   |                              |   |    |
| 1.25     | HP Ink 704- Color                      | bottle | 2    | 700.00  |   |                              |   |    |
| 1.26     | HP Toner 17A                           | pc     | 5    | 3,600.00  |   |                              |   |    |
| 1.27     | HP Toner 35A                           | pc     | 3    | 3,600.00  |   |                              |   |    |
| 1.28     | Canon 319, black, toner cartridge      | cart   | 2    | 6,000.00  |   |                              |   |    |
| 1.29     | HP Laserjet P1505, toner (CB436A)      | cart   | 2    | 2,000.00  |   |                              |   |    |
| 1.30     | HP Deskjet GT 5810 ink bottle, black   | pc     | 4    | 600.00  |   |                              |   |    |
| 1.31     | HP Deskjet GT 5810 ink bottle, cyan    | pc     | 2    | 600.00  |   |                              |   |    |
| 1.32     | HP Deskjet GT 5810 ink bottle, magenta | pc     | 2    | 600.00  |   |                              |   |    |
| 1.33     | HP Deskjet GT 5810 ink bottle, yellow  | pc     | 2    | 600.00  |   |                              |   |    |
| 1.34     | Fuji Xerox Docucenter s2011 Ink Toner  | pc     | 2    | 4,500.00  |   |                              |   |    |

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|--------------------------------|--|------|------|---|---|------------------------------|---|-----|
|                                |  |      |      |   |   |                              | YES   | NO  |
| 1.35                           | Powerbank, 1000 mah  | pc   | 20   | 1,200.00  |   |                              |   |     |
| 1.36                           | Internal Hard Disk Drive for 24x7 operation, 4TB, SV35 series  | pc   | 2    | 6,350.00  |   |                              |   |     |
|                                |  |      |      |   |   |                              | ( )   | ( ) |
|                                | <b><i>Mode of Payment: SEND BILL Arrangement or 15-30 working days after receipt of the billing statement</i></b>              |      |      |   |   |                              | ( )   | ( ) |
|                                | <b><i>Price quotation/s validity: Must be valid for a period of thirty (30) calendar days from the date of submission.</i></b> |      |      |   |   |                              | ( )   | ( ) |
| <b>TOTAL AMOUNT IN WORDS :</b> |  |      |      |   |   |                              |   |     |
| _____                          |  |      |      |   |   |                              |   |     |
| _____                          |  |      |      |   |   |                              |   |     |

Other Requirements:

After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.

Printed Name of authorized representative/Signature \_\_\_\_\_

Position: \_\_\_\_\_

Name of Company \_\_\_\_\_

TIN #: \_\_\_\_\_ (Please specify if VAT or NON-VAT)

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Fax No. \_\_\_\_\_ Tel No.: \_\_\_\_\_ Cellphone No. \_\_\_\_\_

Date: \_\_\_\_\_