



REQUEST FOR QUOTATION/BID FORM

Date: July 04, 2025
PR No.: 2025-03-153, et.al
Fund: 101
End-User: Various

Project Name: **PROCUREMENT OF ICT SUPPLIES & EQUIPMENT FOR VARIOUS OFFICES**
ABC: Three Hundred Seven Thousand Thirty One Pesos (Php 307, 031.00)
Mode of Procurement: **SHOPPING (Section 52.1(b) of the 2016 RIRR of RA 9184)**
Mode of Evaluation: Lot Evaluation
Delivery Period: Fifteen (15) calendar days upon receipt of P.O.

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions below and submit your quotation duly signed by your representative not later than **JULY 11, 2025** sealed in an envelope.

GEMMA G. ACEDO, Ph.D.
BAC Chairperson

Note:

- Bidder shall provide correct and accurate information required in this form. All entries must be typewritten or legibly written.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- Price quotation/s to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
- Bidder may submit, if available, original brochure showing certifications of the product being offered.
- Quotations through email is acceptable. Winning bidder shall submit original signed RFQ before issuance of Purchase Order.
- Documentary requirements shall be attached upon submission of the quotation:
 - Mayor's/Business Permit
 - PhilGEPS Registration Certificate
 - Income/Business Tax Returns (for ABC's above P500K)
 - Omnibus Sworn Statement (for ABC's above P50K) - for submission upon receipt of Notice of Award

Item No.	Description	QTY	UOM	BID OFFER		Offered Specs/ Brand/Model	Remarks
				Unit Price	Total Price		
	ICT SUPPLIES						
1	Bluetooth Wireless Mouse 2.4ghz Rechargeable Silent Computer	2	piece				
2	EPSON 003, Black	15	bottle				
3	EPSON 774 pigment refill ink, Black, 140ml	5	bottle				
4	EPSON L15150 Maintenance Box (C9345)	1	piece				
5	EPSON L15150 Refill Ink 008, Black	10	bottle				
6	EPSON L15150 Refill Ink 008, Cyan	7	bottle				
7	EPSON L15150 Refill Ink 008, Magenta	6	bottle				
8	EPSON L15150 Refill Ink 008, Yellow	7	bottle				
9	EPSON L5190 refill ink, Black, 65ml	150	bottle				
10	EPSON L5190 refill ink, cyan, 65ml	65	bottle				
11	EPSON L5190 refill ink, magenta, 65ml	65	bottle				
12	EPSON L5190 refill ink, yellow, 65ml	65	bottle				
13	EPSON L6490 Maintenance Box (C9345)	1	bottle				
14	EPSON L6490 Refill Ink 003, Black	10	bottle				
15	EPSON L6490 Refill Ink 003, Cyan	7	bottle				
16	EPSON L6490 Refill Ink 003, Magenta	7	bottle				
17	EPSON L6490 Refill Ink 003, Yellow	7	bottle				
18	EPSON refill ink 003, Black, 65ml	15	bottle				
19	EPSON refill ink 003, Cyan, 65ml	5	bottle				
20	EPSON refill ink 003, Magenta, 65ml	5	bottle				
21	EPSON refill ink 003, yellow, 65ml	5	bottle				
22	EPSON refill ink 664, Black, 65ml	10	bottle				
23	HDMI Cable (Long size)- Heavy Duty	2	piece				
24	HDMI cable, 10 meter	15	piece				
25	Modem wifi router	3	piece				
26	Mouse, wireles Dimensions 60mm (2.36in) x 99mm (3.89in) x 39 mm (1.54in) Mouse weight (including battery): 75.2g (2.65oz), Receiver Dimensions: 14.4mm (0.57in) x 18.7mm (0.74in) x 6.1mm (0.24in)	3	piece				



Republic of the Philippines
CATANDUANES STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE
Virac, Catanduanes

27	Mouse, wireless	3	piece			
28	Network switch, 8 ports	1	piece			
29	Presentation Clicker, laser point	1	piece			
30	Uninterruptible Power Supply (UPS): Product Description: Output power capacity 360watts/650VA Output power capacity, 360watts/650VA Output Connections (4) NEMA 5-15R (Battery Backup) Nominal Output Voltage 230V, Nominal Input Voltage 230V	2	unit			
31	Universal L3150 ink 1 Liter (black,cyan,magenta,yellow)	1	set			
32	UPS, 650VA, 230v, with AVR universal socket	6	piece			
33	UPS: Green Power Technology, Input Voltage (VAC): 230± 10%, Capacity VA: 1100VA, Capacity Watts: 630	5	piece			
34	USB flash drive 128GB	5	piece			
35	USB flash drive 64GB	6	piece			
36	Wireless bluetooth speaker with microphone	1	piece			
ICT EQUIPMENT						
37	Printer with Scanner All-in-one 3:1- print, copy, scan; Prints up to 7.500 color pages or 4.500 pages in black; New tank design intergrated to the printer to reduce space; Peace of mind with 100% cartridge-free printing	1	unit			
38	Printer with Scanner (Printer Type: Print, Scan,	1	unit			
39	Printer (Printer Type: Print Scan, Copy, Fax with	1	unit			
40	Printer with ADF (Print, Scan, and Copy, USB 2.0, Wi-Fi, Wi-Fi Direct ESC/P-R, ESC/P Raster80 x 1 nozzles Black, 59 x 1 nozzles per Colour (Cyan, Magenta, Yellow), 5760 x 1440 dpi	1	unit			
41	Printer, borderless, coloured, printing with print scan, copy capabilities	1	unit			
TOTAL BID PRICE						

After having carefully read and accepted your General Conditions, I/We submit our quotation/s for the item/s above.

Signature over Printed Name

Position/Designation

Office Mobile No. / E-mail Address

TERMS AND CONDITIONS

1. Quotations exceeding the Approved Budget for the Contract shall be rejected.
2. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
3. The item/s shall be delivered according to the accepted offer of the bidder.
4. Payment shall be processed after delivery and upon submission of the required supporting documents, in accordance with existing government accounting rules and regulations.
5. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CatSU may rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
6. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 9184 and its 2016 revised IRR.