



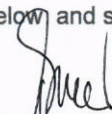
REQUEST FOR QUOTATION/BID FORM

Date: July 17, 2025
PR No.: 2025-06-885
Fund: 164
End-User: VARIOUS

Project Name: **PROCUREMENT OF ICT SUPPLIES FOR CATSU MAIN VARIOUS OFFICES**
ABC: **Five Hundred Sixty Seven Thousand Six Hundred Seventy Seven Pesos**
(Php 567,677.00)
Mode of Procurement: **SMALL VALUE PROCUREMENT (Section 34 of the IRR of RA 12009)**
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 22, 2025** sealed in an envelope.


ROMMEL S. TORRES
BAC Vice-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:

a. Mayor's/Business Permit

b. PhilGEPS Registration Certificate

c. Income/Business Tax Returns (for ABC's above P500K)

d. 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		
1	Brother refill ink BTD60BK	1	bottle				
2	Brother refill ink BT5000C	1	bottle				
3	Brother refill ink BT5000M	1	bottle				
4	Brother refill ink BT5000Y	1	bottle				
5	Computer Monitor, 21.5", VGA-HDMI display connection, 1920 x 1080 FHD, 75 Hz, IPS Technology	5	piece				
6	Dual Band Router	1	unit				
7	Epson 001 TO3Y, Black	1	bottle				
8	Epson 001 TO3Y, Black	1	bottle				
9	Epson 001 TO3Y, Cyan	1	bottle				
10	Epson 001 TO3Y, Magenta	1	bottle				
11	Epson L110/210 refill in T6641 (Black), 70ml	3	bottle				
12	Epson L15150 refill ink 008 Black, 127 ml	1	bottle				
13	Epson L15150 refill ink 008 Cyan, 70 ml	1	bottle				
14	Epson L15150 refill ink 008 Magenta, 70 ml	1	bottle				



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

15	Epson L15150 refill ink 008 Yellow, 70 ml	1	bottle				
16	Epson L3110 refill ink Black, 65ml	59	bottle				
17	Epson L3110 refill ink Cyan, 65ml	11	bottle				
18	Epson L3110 refill ink Magenta, 65ml	11	bottle				
19	Epson L3110 refill ink Yellow, 65ml	11	bottle				
20	Epson L3210 refill ink 003 Black, 65 ml	57	bottle				
21	Epson L3210 refill ink 003 Cyan, 65 ml	24	bottle				
22	Epson L3210 refill ink 003 Magenta 65 ml	24	bottle				
23	Epson L3210 refill ink 003 Yellow, 65 ml	24	bottle				
24	Epson L3250 refill ink Black, 65 ml	2	bottle				
25	Epson L565 refill ink Black, 65 ml	2	bottle				
26	Epson M15140 refill ink 008 black, 127ml (BK)	2	bottle				
27	Extension wire, 4 meteres, 4 universal outlet	2	piece				
28	External Hard Drive, 2 TB HDD portable	3	piece				
29	External Hard Drive, 5 TB HDD portable	1	piece				
30	Gigabit Network Card Ethernet USB Type C to RJ45 Lan Adapter	1	piece				
31	HDMI Cable, 1.5 meter	3	piece				
32	HDMI Cable, 5 meter	2	piece				
33	HDMI Cable, high quality, 10m (not woven, braided)	2	piece				
34	IP Camera bullet, indoor type, 5MP, complete with power supply and accessories	2	piece				
35	Keyboard, USB type	1	unit				
36	Maintenance Box Epson L1455	1	unit				
37	Maintenance Box Epson L15150 (C9345)	5	unit				
38	Microsoft office 365 License, 6 users	1	piece				
39	Microsoft Office Professional Plus 2019 product key for 1 PC, Lifetime, License Key only	62	piece				
40	Mouse pad with wrist support (black)	2	unit				
41	Mouse USB type	1	unit				
42	Uninterrupted Power Supply (UPS), 650 VA	2	piece				
43	USB flash drive, 128GB (USB A-3.0/3.1/3.2 Gen 1 Male Built-In Connector, 128 GB Flash-Based, 128-Bit AES (Software-Based), 2.2 x 0.8 x 0.4"/56 x 21.5 x 10.4 mm, 0.3 oz/8.5g)	2	piece				
44	USB flash drive, 32GB, w/simple drag-and drop file feature, interface: 2.0 & design for maximum portability	3	piece				
45	USB Port (4 ports USB 3.0 Hub)	1	unit				
46	VGA Cable 1.5 meter	3	piece				
47	Windows 10 Pro 32/34-bit Product Key for 1 PC, Lifetime, License key only	63	piece				
48	Wireless MU-MIMO Gigabit Ceiling Mount Access Point	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. 12009 and its IRR.