

Republic of the Philippines
Department of Justice
Regional Prosecution Office

Region XII
3rd floor Prosecutors Building
Hall of Justice Compound, General Santos Drive
Koronadal City
Telefax No. (083) 520-2641; Email: regionalprosecutionoffice12@gmail.com

REQUEST FOR QUOTATION

The Regional Prosecution Office XII (RPO XII), through the Bids and Awards Committee (BAC) is inviting interested parties to submit proposal/price quotation for the following project:

Name of Project : Supply and Delivery of Toner, Gestetner Mp2014h
Photocopier for National Prosecution Office XII
Location : Hall of Justice Compound, General Santos Drive
Koronadal City
Approved Budget : PhP 36,000.00
for the Contract
Delivery Period : Fifteen (15) calendar days

The complete schedule of activities is listed as follows:

ACTIVITIES	SCHEDULE
Issuance of Price Quotation/Form	October 26, 2022
Submission of Proposal/Price Quotation	November 02, 2022 at 9:00 a.m.
Opening of Proposal/Price Quotation	November 02, 2022 at 9:30 a.m.

Please quote your lowest price on the item/s listed below, subject to the General Conditions indicated therein and submit your quotation duly signed by your representative to the BAC Secretariat in-charge of RFQ or through the authorized canvasser of this Department not later than **November 02, 2022**.

The office reserves the right to reject any or all proposals/price quotations, if there are defects therein, accepts the offer most advantageous to the government, and assumes no responsibility whatsoever to compensate or indemnify suppliers for any expenses incurred in the preparation.



WALLAD ABDANI J. PADATE
Assistant Regional Prosecutor
Chairperson, Bids and Awards Committee

ITEM NO.	QUANTITY	UNIT	ARTICLE/MERCHANDISE/SPECIFICATION	ABC (PESOS)	UNIT PRICE
1	9	cart	Toner, Gestetner Mp2014h photocopier	36,000.00	

BILLING ARRANGEMENT:

Payments will be settled via **(LDDAP – ADA) SEND BILL** through the Financial Service, Department of Justice, Manila.

General Conditions:

1. All entries must be legibly written;
2. Suppliers must indicate only one quote per item, multiple quotations are grounds for disqualification from participating in the procurement at hand;
3. Quoted prices must be inclusive of taxes and other charges of fees and shall not exceed the Approved Budget for the Contract (ABC);
4. Bidders must indicate warranties, and other terms and condition when applicable.

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices above and bind ourselves to deliver the above articles/merchandise within FIFTEEN (15) calendar days from the receipt of your Approved Purchase Order.

Canvassed by:

Supplier:

Taxpayer Identification No.

Name and Signature

Contact No.

PHILGEPS Registration No.