



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
CONSOLATO GENERALE DELLA REPUBBLICA DELLE FILIPPINE
MILAN

REQUEST FOR QUOTATION

Procurement and Delivery of Common Computer Supplies and Consumables for 2019

Date: 13 March 2019

TO : All Eligible Bidders

The Philippine Consulate General –Milan, through its Bids and Awards Committee (BAC), invites Suppliers to bid for the hereunder project:

- Name of Project : Procurement and delivery of common computer supplies and consumables for 2019.
- Brief Description : PCG Milan intends to procure common computer supplies and consumables for its official use for 2019; payment and delivery of the said supplies to be done quarterly. Said supplies are to be delivered at PCG's address at Viale Stelvio 71 – Via Bernina 18, 20159 Milan, Italy.
- Procurement Mode : Shopping (Sec. 52)
- Approved Budget for the Contract (ABC) : Six Hundred Seventy Two Thousand Six Hundred Ninety Three Pesos and 89/100 (Php. 672,693.89) or Eleven Thousand Three Hundred Eighty and 16/100 (€ 11,380.16) exclusive of all applicable taxes.
- Contract Duration : One (1) year.

In accordance with the attached Request for Quotation(Annex A), prospective bidders shall accomplish and provide accurate information and submit the duly signed Price Quotation Form (Annex B) not later than 12:00 p.m. on 18 March 2019.

Open quotations shall be submitted personally at PCG Milan, Viale Stelvio 71 – Via Bernina 18, 20159 Milan, Italy or through electronic mail (philcongenmilan@gmail.com).

PCG Milan reserves the right to accept or reject any or all quotations and to impose additional terms as it may deem proper.

For inquiries, you may contact the BAC Secretariat of the Philippine Consulate General – Milan, at telephone number +39 02 668 25232.

Very truly yours,

FLAUREEN DACANAY
Chairperson, PCG-Milan BAC

Date: 13 March 2019

REQUEST FOR QUOTATION OF PRICES

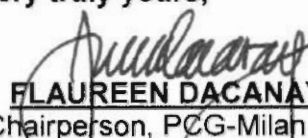
Sir/ Madam:

Please submit your lowest price quotation for the following enumerated items described here below, subject to the following conditions:

- Quotation submitted to this office for the item/ s considered is/ are Final Offers. In the event that the price is acceptable, a properly accomplished PURCHASE/ JOB ORDER with the necessary finding certified and the delivery date thereby indicated will be served the supplier/ contractor.
- The Philippine Consulate General - Milan hereby reserves the right to reject any or all offers or accept only those it may consider most economical and advantageous to the government.
- Goods/ services supplied and delivered shall be subject to the usual inspection by the auditor or a duly authorized representative, and
- Payment will only be effected by the strict compliance with the usual prescribed accounting and auditing requirements.

Quantity	Unit	Description
14	piece	TONER Cart, HP CE285A, black (85A)
18	pack	TONER Cart, HP Q2612AD, Black (12A), 2pcs. Per pack
12	piece	INK Cart, HP 364XL, black
12	piece	INK Cart, HP 364XL, cyan
12	piece	INK Cart, HP 364XL, magenta
12	piece	INK Cart, HP 364XL, yellow
16	piece	INK Cart, HP 301XL, black
16	piece	INK Cart, HP 301XL, tricolor
12	piece	TONER Cart, Brother TN-241BK, black
12	piece	TONER Cart, Brother TN-241C, cyan
12	piece	TONER Cart, Brother TN-241M, magenta
12	piece	TONER Cart, Brother TN-241Y, yellow
10	piece	TONER Cart, Brother TN-1050, black
3	piece	DRUM, Brother DR-1050
2	piece	DRUM, Brother DR-3100
2	piece	DRUM, Brother DR-241 CL
28	piece	TONER Cart, Samsung MLT-D111S/ELS, black
8	piece	TONER Cart, Samsung MLT-D1052L, black
8	piece	TONER Cart, Brother TN-3330, black
20	piece	RIBBON Cart, Epson ERC-27 b, Black
20	piece	RIBBON Cart, Epson ERC-27, Black
20	piece	DVD REWRITABLE, 4x speed, 4.7GB capacity, 10pcs./box
15	piece	FLASH DRIVE, 16GB, USB 2,0 plug and play
10	piece	Cassette Ribbon 746 Blk, G1409XGG(for Carrera de Luxe Olympia)
20	piece	Memory Card, 32GB Class 4, with microSDHC adaptor

Very truly yours,


FLAUREEN DACANAY
Chairperson, PCG-Miloh BAC

PRICE QUOTATION FORM

Date

We are pleased to quote our lowest price for item herewith:

Quantity	Unit	Description	Unit Cost	Total Cost
14	piece	TONER Cart, HP CE285A, black (85A)		
18	pack	TONER Cart, HP Q2612AD, Black (12A), 2pcs. Per pack		
12	piece	INK Cart, HP 364XL, black		
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20	piece	Memory Card, 32GB Class 4, with microSDHC adaptor		

TOTAL AMOUNT IN WORDS: _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name of Bidder
Signature over printed name