



November 24, 2021

REQUEST FOR QUOTATION

The Philippine Merchant Marine Academy through its Bids and Awards Committee (BAC) will undertake a Small Value Procurement for the **"HP TONER FOR SUPPLY OFFICE STOCK"** in accordance with Section 53.9 of the Implementing Rules and Regulations of the Republic Act No. 9184 and DBM Circular Letter no. 2018-8.

Name of project : **HP TONER FOR SUPPLY OFFICE STOCK**

**Approved Budget for
The Contract (ABC)** : Seventy Thousand Five Hundred
Pesos
(P70,500.00)

Specification : See Attached Annex "A" for the specifications

Location : PMMA Complex, San Narciso, Zambales

Delivery Term : Within 30 calendar days upon receipt of Notice to
Proceed

Interested suppliers are required to submit their valid and current Mayor's Permit, PhilGEPS Registration Number or PhilGEPS Platinum Membership, Income/Business Tax Return, Omnibus Sworn Statement with Authority of Signatory, upon submission of quotation.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated in Annex "A" and other terms and conditions stated in the price quotation form.

Subject for submission of warranty certificate once awarded.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 5:00 p. m. of November 29, 2021 at the PMMA BAC Office, PMMA Complex, San Narciso, Zambales thru LBC, Hand Carry or you can e-mail to bac@pmma.edu.ph
For Inquiries, you may contact us at tel. nos. 047-913-4396 loc.172

DNV

PMMA - Main Site
PMMA Complex,
Brgy. Natividad,
San Narciso, Zambales,
2205 Philippines

Tel: (047) 913-4396

PMMA - Training Center

PMMA Complex,
Brgy. Natividad,
San Narciso, Zambales,
2205 Philippines

Tel: (047) 913-3104

PMMA - Graduate School

4th Floor Palacio Grande
Bldg., Gen Luna cor
Anda Sts. Intramuros

www.pmma.edu.ph

BIDS AND AWARDS
COMMITTEE

Request for Quotation

No.106 S.2021

Rev_081621



Republic of the Philippines
Philippine Merchant Marine Academy
San Narciso, Zambales

"ANNEX A"

Price Quotation Form

Date: _____

The BAC Chairperson
PMMA Complex, San Narciso, Zambales

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the items/s as follows:

Description	UNIT	Item/Specification	Quantity	Unit Price	Total Price
HP TONER FOR SUPPLY OFFICE STOCK	Pcs	HP Toner – CE 320A	10		
	Pcs	HP Toner – CE 321A	10		
	Pcs	HP Toner – CE 322A	10		
	Pcs	HP Toner – CE 323A	10		
	Pcs	HP Toner – CE 283A	15		

(Amount) _____ (Amount in Words) _____

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

Very truly yours,

Name/Signature of Representative

Name and Address of Company

Contact No./E-mail Address

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Brgy. Natividad,
San Narciso, Zambales,
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