



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
菲律宾驻华大使馆
BEIJING

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION
RFQ No. 02-2017

03 May 2017

Sir/Madam:

The Philippine Embassy in Beijing, China intends to procure "*Print Cartridges and Common Computer Supplies for the year 2017*" and would like to request a quotation from your company.

Please submit a signed quotation subject to the terms and conditions provided on the attached list of print cartridges (Annex A). The Embassy accepts open quotations submitted directly, through facsimile or by email. Quotations should not exceed the Approved Budget for the Contract of Renminbi Eighty Four Thousand Five Hundred Sixty (RMB 84,560.00) or approximately Six Hundred Ten Thousand Eight Hundred Sixty Pesos and 45 centavos (PHP 610,860.45).

Should you require further clarification, please contact the Philippine Embassy-Bids and Awards Committee: 23 Xiu Shui Bei Jie, Jian Guo Men Wai, Beijing, People's Republic of China at telephone nos. 65322451, 65321872, fax no. 65323761 or email to: beijing.pe@dfa.gov.ph

IVAN FRANK M. OLEA
Chairman
Bids and Awards Committee

PHILIPPINE EMBASSY
Beijing, PRC

ANNUAL PROCUREMENT OF PRINT CARTRIDGES AND COMMON COMPUTER SUPPLIES FOR 2017

ARTICLES	TECHNICAL SPECIFICATIONS	UNIT OF MEASURE	Total Quantity	Unit Cost (in RMB)	Total Cost (in RMB)
Ink Cartridge	HP 12A, black	pieces	40		
Ink Cartridge	HP 36A, black	pieces	6		
Ink Cartridge	HP 55A, black	pieces	6		
Ink Cartridge	HP 78A, black	pieces	6		
Ink Cartridge	HP 88A, black	pieces	80		
Ink Cartridge	HP 125A, black	pieces	6		
Ink Cartridge	HP 125A, cyan	pieces	6		
Ink Cartridge	HP 125A, magenta	pieces	6		
Ink Cartridge	HP 125A, yellow	pieces	6		
Ink Cartridge	HP 126A, amarillo	pieces	6		
Ink Cartridge	HP 126A, black	pieces	6		
Ink Cartridge	HP 126A, cyan	pieces	6		
Ink Cartridge	HP 126A, magenta	pieces	6		
Ink Cartridge	HP 802, black	pieces	6		
Ink Cartridge	HP 802, colored	pieces	6		
Ink Cartridge	HP 816, black	pieces	6		
Ink Cartridge	HP 817, colored	pieces	6		
Anti-Virus	Original	pieces	50		
Flash Drive	16 GB, USB 2.0, plug and play	pieces	50		
Keyboard/Mouse	Wireless, optical, USB	pieces	5		

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all items.
3. Price quotation/s must be valid for a period of Thirty (30) calendar day from the date of submission.
4. Quotations exceeding the Approved Budget of the Contract shall be rejected.
5. Any interlineations, erasures or overwriting shall be valid only if they signed or initiated by authorized representatives.
6. The Embassy shall have the right to inspect and/or to test the goods to confirm their conformity with technical specification
7. Award of Contract shall be made to the lowest quotation which complies with the minimum technical specifications.
8. Payment and delivery of the said supplies to be done quarterly.