



Republic of the Philippines  
Office of the President

**PHILIPPINE SPORTS COMMISSION**

**REQUEST FOR QUOTATION**

Date: October 6, 2022  
P.R. No. ADMIN-2022-09-22-001

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Store/ Shop: \_\_\_\_\_

Address: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration Number: \_\_\_\_\_

The **Philippine Sports Commission**, through its Bids and Awards Committee, invites E-COPY CORPORATION with address at 5837 Zobel Roxas St., Palanan, Makati to submit signed quotation for the **Supply and Delivery of Consumables for Sharp Copier Machine at the Personnel Office** in accordance with Section 50 (Direct Contracting) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item described herein, subject to the Terms and Conditions provided at the last page of this RFQ. Submit your quotation duly signed by you or your duly authorized representative **not later than October 9, 2022 at 5:00 PM.** A copy of your 2022 Mayor's/Business Permit and valid PhilGeps number is also required to be submitted along with your quotation/proposal, directly to the Bids and Awards Committee Office located at Room 207, Administration Building, RMSC, P. Ocampo Sr. St., Malate Manila. Quotations must be properly labeled with reference number on the project offered. In case the deadline falls on a non-working day, legal holiday, or special non-working holiday the deadline shall be on the next working day.

For any clarification, you may contact us at Telephone Nos. 8 525-0808/8 523-9831 loc.143, 175 or email address [pscprocurement@yahoo.com](mailto:pscprocurement@yahoo.com), [procurementfor2018@gmail.com](mailto:procurementfor2018@gmail.com) and copy [bac@psc.gov.ph](mailto:bac@psc.gov.ph)

  
**ATTY. GUILLERMO B. IROY, JR.**  
BAC Chairman  
Bids and Awards Committee

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately
- (2) Do not alter the contents of this form in any way.
- (3) All Technical Specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

TECHNICAL SPECIFICATIONS:	Statement of Compliance		
	YES	NO	REMARKS
<b>PROJECT NAME:</b>			
<b>Supply and Delivery of Consumables for Sharp Copier Machine at the Personnel Office</b>			
<b>Item 1</b>			
<b>For Sharp Copier AR-5618</b>			
Toner			
***nothing follows***			
<b>Delivery Requirement:</b>			
Can deliver within Ten (10) Calendar days			

**FINANCIAL OFFER:**

Please quote your **best offer** for the items below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

<b>Supply and Delivery of Consumables for Sharp Copier Machine at the Personnel Office</b>			
Approved Budget for Contract	Quantity in Pc (A)	Offered Price per Pc (B)	Your Total Offered Quotation (A x B)
<b>Item 1</b>	4 Pcs		In Words:
<b>Twenty-Seven Thousand Six Hundred Twenty Pesos (PhP 27,620.00)</b>			<hr/> <hr/> <hr/>
			In Figures:
			<hr/> <hr/> <hr/>