



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8357316  
**Procuring Entity** DEPARTMENT OF TRADE AND INDUSTRY - MAIN  
**Title** RFQ STMO 45713 Toner Cartridge  
**Area of Delivery**

<b>Solicitation Number:</b> STMO 45713	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b> Shopping	<b>Bid Supplements</b>	0
<b>Classification:</b> Goods	<b>Document Request List</b>	0
<b>Category:</b> Information Technology Parts & Accessories & Perip	<b>Date Published</b>	18/01/2022
<b>Approved Budget for the Contract:</b> PHP 180,000.00	<b>Last Updated / Time</b>	17/01/2022 14:18 PM
<b>Delivery Period:</b>	<b>Closing Date / Time</b>	21/01/2022 10:00 AM
<b>Client Agency:</b>		
<b>Contact Person:</b> Mark Villanueva Administrative Officer II 361 Sen. Gil J. Puyat Avenue Makati City Metro Manila Philippines 1209 63-2-7514997 markvillanueva@dti.gov.ph		

#### Description

Good day!

1. Please quote hereunder your lowest possible price for the Toner Cartridge with ABC of 180,000.00. Bid Proposal / Quotation above the ABC shall automatically disqualified.
2. Deadline for the submission of bid will be on January 21, 2022, 10:00 AM.
3. Late submission of bid/proposal shall not be accepted.
4. Interested Bidders may submit their proposal in any of the following forms:
  - a. Via electronic: email to MarkVillanueva@dti.gov.ph; or
  - b. via sealed quotation to be submitted at Procurement Management Division, Human Resource and Administrative Service, Ground Floor, Trade and Industry Bldg., 361 Sen. Gil Puyat Avenue, Makati City.
5. Submission of Documents:

A. For those who have not yet submitted the legal documents, please attach photocopies of the listed below documents to your proposal/quotation upon submission;

- SEC, DTI Business Permit, Articles of Incorporation or Partnership (in case of corporation/partnership)
- Mayor's Permit for the Current Year
- BIR Certificate of Registration
- PhilGEPS Certification
- Company Profile
- DTI Certificate of Accreditation for those involved in repair & services.
- Omnibus Sworn Statements

B. For those who have already submitted their updated/valid legal documents, you may submit your quotation/proposal in any of the form specified above.

#### IMPORTANT NOTE:

SUBMISSION OF UNNOTARIZED OMNIBUS SWORN STATEMENTS SHALL BE ATTACHED IN ALL BID PROPOSAL. ONLY THE WINNING BIDDER SHALL SUBMIT THE NOTARIZED OMNIBUS SWORN STATEMENT.

6. Please see attached Request for Quotation form and sample for more information and guidance. Original Request for Quotation form will be available for download from PhilGEPS website starting January 18, 2022 until January 21, 2022.

7. For any concerns, queries and clarification, please free to call # 7791-3363/7791-3367, or email MarkVillanueva@dti.gov.ph

MARY ANN D. YULAS  
SAO, HRAS-PMD

**Created by** Mark Villanueva  
**Date Created** 17/01/2022

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