



Republic of the Philippines
Province of Negros Occidental
City of San Carlos

Telephone No. (034) 312-5205

REQUEST FOR QUOTATION

REF. NUMBER: 0466 /
DATE: May 8, 2025 /
PURCHASE REQUEST NO. 1-25-03-0571 /
DATED: March 18, 2025 /
ABC: 35,000.00 /
BAC RES. NO. TFB / 0572-25 /
DATED: May 8, 2025 /

CITY ADMINISTRATOR'S OFFICE/ITCSO

Gentlemen:

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative.

MA. BRITA D. REBADMIA
CGADH I

BAC Secretariat & Procurement Div.-CMO

NOTE:

1. ALL ENTRIES MUST BE TYPEWRITTEN / HANDWRITTEN
2. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY PROCURING ENTITY
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF 120 CALENDAR DAYS
4. ALL DELIVERIES MUST BE F.O.B. SAN CARLOS CITY, NEGROS OCCIDENTAL
5. **PLEASE SUBMIT YOUR QUOTATION 7 CALENDAR DAYS UPON RECEIPT OF REQUEST FOR QUOTATION (RFQ) EXCEPT FOR GASOLINE AND DIESEL FUEL.**

ITEM NO.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT PRICE	TOTAL
1	/ set	Delivery Term: 10 Working Days / INK for Fargo Printer HDP6600, Fargo HDP 084911 X-X-X-X-X-X-X-X-X-X	/ 2		
PURPOSE		For Use of Information Technology & Computer Services Office, this City.			

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above.

Printed Name/Signature

CANVASSED BY:

Printed Name/Signature

Tel.No./Cellphone No./E-Mail Address

Date