



Republic of the Philippines  
Province of Bataan  
**CITY OF BALANGA**

**OFFICE OF THE BIDS AND AWARDS COMMITTEE**

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**REQUEST FOR QUOTATION**  
*(SMALL VALUE PROCUREMENT)*  
**RFQ 2022-109**

The City Government of Balanga, through its Bids and Awards Committee (BAC), invites suppliers/manufacturers/distributors/contractors to submit Proposals specific for the project below:

Control / PR #: 100-22-06-0925  
Title: Supply and Delivery of Various IT Supplies (3rd quarter)  
for City Government of Balanga, Bataan  
Approved Budget for the Contract: P 274,885.00  
Contract Period: 15 calendar days  
Publication Date: July 2 to 7, 2022  
Deadline for Submission of Proposals: July 8, 2022 at 3:00 P.M.  
Opening of Proposals: July 8, 2022 at 4:00 P.M.

Procurement will be conducted through Small Value Procurement, an alternative method of procurement specified and prescribed under Rule XVI (Alternative Methods of Procurement), Section 53.9 of the Revised Implementing Rules and Regulations of Republic Act No. 9184 (RA 9184), otherwise known as Government Reform Procurement Act.

Interested suppliers are required to submit the following requirements: (1) valid Mayor's/Business Permit; (2) PhilGEPS Registration Number; (3) Income/Business Tax Return; (4) Omnibus Sworn Statement; (5) Registration Certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives; and (6) Price Quotation. All documents must be submitted in a sealed envelope showing the control number and title of the project being quoted and must be submitted directly to the BAC Secretariat at the City Library Office. Also, proposal sent through facsimile will not be honored.

The City Government of Balanga reserves the right to reject any or all the bids, waive any defect or informality therein, accept the bid and award the contract to the most advantageous offer to the City Government of Balanga, for and in behalf of the project. The City Government of Balanga assumes no responsibility to compensate or indemnify the bidder for any expense or loss that may be incurred in the preparation of the bid nor does it guarantee that an award will be made.

For further information, please refer to:

**VANESSA M. AGUILAR**  
BAC Secretariat  
Balanga City Hall, Brgy. Poblacion,  
City of Balanga, Bataan  
Tel. No. (047) 237-9692 / 237-0704 / 237-0697  
bac.cob2020@gmail.com

Approved by:

**ENGR. MARILEN Z. ALONZO**  
Chairman, Bids and Awards Committee



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*Please quote your lowest government price and brand name/model for the following items specified below:*

Item No.	Qty.	Unit	Description	Brand Name / Model Offered (if applicable)	Unit Cost	Total Cost
1	9	cart .	HP K510a #703 (black)			
2	3	pcs	Samsung MLT-D111S TONER			
3	2	pcs	Samsung 101S Toner			
4	4	pcs	Epson LX 310			
5	108	btls	EPSON T6641 Black			
6	30	btls	EPSON T6642 Cyan			
7	30	btls	EPSON T6644 Yellow			
8	30	btls	EPSON T6643 Magenta			
9	18	btls	Epson T03Y100 Black #001			
10	10	btls	Epson T03Y200 Cyan #001			
11	12	btls	Epson T03Y300 Magenta #001			
12	8	btls	Epson T03Y400 Yellow #001			
13	4	pcs	EPSON FX2175 ribbon cartridge			
14	10	pcs	DVD-RW ( Generic ) with case			
15	23	pcs	Mouse Pad			
16	8	pcs	Keyboard (USB)			
17	3	pcs	USB Flash drive 16gb			
18	5	pcs	USB Flash drive 32gb			
19	6	pcs	USB Flash drive 64GB			
20	1	piece	On the go USB flash drive 32GB (JET FLASH 880)			
21	3	pcs	External Harddisk 1TB			



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22	2	units	UPS APC 650 A BACK - Ups			
23	5	piece	USB Flash drive 128GB			
24	9	piece	Maintenance box for Epson L6170/L6190			
25	2	piece	Logitech Spotlight Presentation Remote 30mm			
26	1	piece	Canon NPG 68 toner, black			
27	11	pcs	Wireless mouse			
28	1	pcs	rechargeable presenter (clicker)			
29	6	piece	4Pocket USB HUB (A4 Tech)			
30	5	piece	Headphones (for computer/laptop)			
31	105	piece	Epson ink, black #03			
32	34	piece	Epson ink, yellow #03			
33	34	piece	Epson ink, magenta #03			
34	34	piece	Epson ink, cyan #03			
35	4	btls	Epson computer ink 008 black			
36	4	btls	Epson computer ink 008 yellow			
37	4	btls	Epson computer ink 008 magenta			
38	4	btls	Epson computer ink 008 cyan			
39	3	piece	SanDisk Extreme Pro 170MB/s Read 90mb/s write 64GB			
40	1	piece	TP-link Dual Band Wireless Range Extender			
<b>Delivery Period within _____ (___) calendar days from receipt of P.O.</b>						

*I have the honor to offer my prices for each on the above articles as indicated.*

Business Name: \_\_\_\_\_

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

Contact Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Name of Supplier's Representative: \_\_\_\_\_

Signature / Date: \_\_\_\_\_