

## REQUEST FOR QUOTATION

The Philippine Guarantee Corporation (PhilGuarantee) invites all suppliers to submit quotations for the procurement of Toners for Fuji Xerox Machines, please see attached Technical Specifications.

1. Total Approved Budget for the Contract is **Pesos: Two Hundred Seven Thousand (P207,000.00)**, inclusive of all applicable taxes.
2. Each item is to be evaluated and compared with other Bids separately and recommended for contract award separately.
3. All interested suppliers may submit signed quotation at the BAC Secretariat, Second Floor, Jade Bldg., 335 Sen. Gil J. Puyat Ave., Makati City, and/or through telefax no. 8-8897-3232 and/or [bac@philguarantee.gov.ph](mailto:bac@philguarantee.gov.ph) on or before **2:00 p.m. of November 20, 2020** together with the following documentary requirements:

- Mayor's /Business Permit; and
  - PhilGEPS Registration Number
  - Omnibus Sworn Statement, (attached)
- or download from this link:

[https://gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx)

**\*\*** For individual providers, the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit.

4. Pursuant to GPPB Circular No. 21-2017 dated May 30, 2017, PhilGuarantee shall accept either: a. The 2020 Mayor's/Business Permit; or b. 2019 Mayor's/Business Permit and the Official Receipt as proof that the bidder has applied for the renewal of such permit for the year 2020. The bidder's 2020 Mayor's/Business Permit shall still be required as a condition for the processing of payment.
5. Pursuant to Section 6.3 of GPPB Resolution 09-2020, the PE is allowed to accept Unnotarized Omnibus Sworn Statement subject to compliance therewith after award of contract but before payment.
6. For further inquiries, please contact VP Rosemarie N. Principe or Karenina V. Joaquin at 8-897-3232 or at [bac@philguarantee.gov.ph](mailto:bac@philguarantee.gov.ph).
7. The PHILGUARANTEE Bids and Awards Committee reserves the right to reject any or all Bids/quotations or waive any required formality therein or to accept such offers as may be considered most advantageous to the Corporation.



**JIMMY B. SARONA**

Chairperson  
Bids and Awards Committee

16 November 2020