

Republic of Philippines  
City of Canlaon  
OFFICE OF THE BIDS AND AWARDS COMMITTEE  
**REQUEST FOR SEALED QUOTATION**

Date: 7-Apr-26  
 Quotation No.: 2026-04-144  
 PR No.: 2026-03-144-B  
 Department: CEO, Canlaon City  
 BAC Control N 144

Sir/Madam:

Please quote your lowest price on the items listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than 04/13/2026 in the return envelope.

**PROCUREMENT TERMS & CONDITIONS**

1. The Total Approved Budget for the Contract (ABC) is (P92,865.80)
2. Price quotation should be inclusive of the required tax obligations
3. Delivery period is within 7 days upon receipt of Notice to Proceed (NTP)
4. Refusal to accept an award maybe ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184
5. Failure of the supplier to deliver goods and render services under the contract within the specified delivery schedule shall be liable for damages for the delay.

**ZOSILITO A. ONGCO**  
Vice Chairman/Temp.Presiding Officer

ITEM NO.	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	UNIT COST	UNIT PRICE	TOTAL PRICE
1	6	tube	TK-4109 TONER KIT, KYOCERA	10,867.50		
2	2	tube	TONER TN166 (KONICA MINOLTA BIZHUB 1640(2pcs box)	13,830.40		
			TOTAL			
FOR USE OF THE PHOTO COPIER (KYOCERA & PRINTER) IN CITY ENGINEER'S OFFICE						

Brand Model: \_\_\_\_\_  
 Delivery Period: \_\_\_\_\_  
 Warranty: \_\_\_\_\_  
 Price Validity: \_\_\_\_\_

After having carefully read and accepted your General Conditions. I/we quote on the item/s at price/s noted above.

Canvassed by:

\_\_\_\_\_  
 (Name and Signature of Authorized Canvasser)  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 (Name & Signature of Dealer/Representative)  
 Address: \_\_\_\_\_  
 Tel No.: \_\_\_\_\_  
 Date: \_\_\_\_\_