



REQUEST FOR QUOTATION
(Small Value Procurement)

Name of Project : **Supply and Delivery of Office Supplies
(Printer Ribbon)**

Approved Budget for the Contract : **P112,450.00**

Deadline for Submission : **June 23, 2021**

Please quote your best quotation in line with the attached specifications. Suppliers are required to submit their valid and current Mayor's/Business Permit, PhilGeps Registration Number and Omnibus Sworn Statement with attached Secretary's Certificate or Special Power of Attorney.

Quotations shall be submitted in person to the Manager, Administrative Services Department, PPA Corporate Bldg., Bonifacio Drive, South Harbor, Port Area, Manila. Quotations/documents sent to any other department/s or email address will not be considered.

For further information, please refer to:

The BAC Secretariat, Philippine Ports Authority
5th Floor, PPA Bldg., Bonifacio Drive
South Harbor, Port Area, Manila
Telephone/Fax No. 527-4735
954-88-00 loc. 539
PPA Website: www.ppa.com.ph

Very Truly Yours,


MARK JON S. PALOMAR
Chairperson, Bids and Awards Committee
Procurement of Goods and Consultancy Services

Supply and Delivery of Office Supplies (Printer Ribbon)

Qty	Unit	Description
13	pcs	YMCKO 5 panel Color Ribbon, 400 Prints/roll for Admiral CP1000/Hiti CS200e)
Delivery :		Shall be completed within seven (7) days from receipt of Purchase Order.