



UNIVERSITY OF THE PHILIPPINES

MANILA

Taft Avenue, Manila, Metro Manila, NCR VAT

Reg. TIN: 000-864-006-00005

REQUEST FOR QUOTATION

UPM National Institutes of Health

Date July 31, 2025

RFQ No.: NIH-2025-003

MOP Small Value Procurement

Please quote your lowest price on the item/s listed below, subject to the General Conditions below, stating the shortest time of delivery and submit your Quotation duly signed by your representative at the UP Manila Procurement Management Office, 2F UP Manila Main Building, Padre Faura St. Manila not later than August 07, 2025. Your quotation can be sent via email to Ms. May S. Gutierrez at msgutierrez2@up.edu.ph. You may contact us at telephone number 0915-1317823.

Note:

1. All entries must be typewritten or in print.
2. Delivery a maximum period of 5 working days.
3. Warranty a minimum period of (1) month, from the date acceptance by the procuring entity.
4. Price validity for a minimum period of 45 calendar days.
5. Updated PhilGEPS Registration Certificate & Mayor's/ Business Permit shall be attached upon submission of the quotation.
6. Bidders must indicate the BRAND and MODEL NUMBER offered if applicable.

PR No. NIH-2025-005: End User: UPM- National Institutes of Health

ITEM NO.	GENERAL DESCRIPTION	UOM	QTY	Compliance with technical specifications (Pls. check)		UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
				YES	NO				
	Supply and delivery of Toner Cartridge								
1	TONER CARTRIDGE, HP LASERJET MFP M282nw (HP 206A) CYAN	CART	2			5,000.00	10,000.00		
2	TONER CARTRIDGE, HP LASERJET MFP M282nw (HP 206A) YELLOW	CART	2			5,000.00	10,000.00		
3	TONER CARTRIDGE, HP LASERJET MFP M282nw (HP 206A) MAGENTA	CART	2			5,000.00	10,000.00		
4	TONER CARTRIDGE, HP LASERJET MFP M282nw (HP 206A) BLACK	CART	2			5,000.00	10,000.00		
TOTAL							PHP40,000.00		
TOTAL QUOTED AMOUNT IN WORDS: Forty Thousand Pesos & 0/100									

Delivery Terms: _____


Warranty: _____

Brand: (if applicable) _____

Price Validity: _____

Please quote at your government price (Including VAT) and state the time within which you can make delivery. It will be appreciated if we can have your quotation in the office as soon as possible on or before the deadline stated herein.


DR. MARISSA M. ALEJANDRIA

DEPUTY DIRECTOR FOR ADMINISTRATION AND FINANCE, UPM-NIH 

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

Name of the Company: _____
Address: _____
Name of Representative: _____
Position: _____
Signature: _____

Tel. No. : _____
Mobile No. : _____
Email Address: _____
Company TIN: _____
Date: _____