



REPUBLIC OF THE PHILIPPINES
SENATE ELECTORAL TRIBUNAL

REQUEST FOR QUOTATION

The Senate Electoral Tribunal, through its Bids and Awards Committee, will undertake the Procurement of Various Toner Cartridge Replacements for Brother Printers in accordance with Section 52.1 (b) of the Implementing Rules and Regulations of Republic Act No. 9184, as follows:

Name of Project	:	Procurement of Various Toner Cartridge Replacements for Brother Printers
Quotation Validity	:	At least thirty (30) calendar days
Delivery Schedule	:	Thirty (30) days from receipt of Purchase Order
Terms of Payment	:	15 to 30 calendar days upon submission of complete supporting documents
Approved Budget	:	Ninety-Nine Thousand Pesos (Php99,000.00)

Interested suppliers are required to submit their valid and current Mayor's/Business Permit, PHILGEPS Registration Certificate, and price quotation (Annex "A") not later than **April 23, 2024 at 5:00 p.m.** at the 6th Floor, Sugar Center Building, North Avenue, Diliman, Quezon City. The documents may also be sent thru fax at 8395-9329 or email at set.ppms.ps@gmail.com.

Very truly yours,


ATTY. ELEANOR S. FRANCISCO-ANUNCIACION
Deputy Secretary
Chairperson, Bids and Awards Committee

SENATE ELECTORAL TRIBUNAL

RFQ No.: 2024-04-084

Date :

Company Name: _____

Company Address: _____

Contact Person: _____

Contact Number: _____

Tax Identification Number (TIN): _____

Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications (Please write the detailed specifications in the space provided)	Unit Cost	Total Cost
Procurement of Various Toner Cartridge Replacement for Brother Printers						
1	1	cart	Toner Cartridge, Brother Multi-function MFC 7840N (black) Cartridge Model: TN-330			
2	2	set	Toner cartridge, Brother MFC, L3770 CDW Laser Printer (B, C, M, Y) Cartridge Models: TN-263Bk; TN-263C; TN-263M; TN-263Y			
3	2	cart	Toner cartridge, Brother MFC-L2700 Monochrome (black) Toner Model: TN660 or TN2380			
4	4	cart	Toner cartridge, Brother HL-5100DN Cartridge Model: TN-3448			
			ABC: Php99,000.00			

JULIUS B. REMUDARO
 Procurement Officer
 Landline: 8395-9329
 Mobile Landline: 8463-1113
 Email: set.ppms.ps@gmail.com

 (Signature over Printed Name)

 (Position / Designation)