



REPUBLIKA NG PILIPINAS
KAGAWARAN NG KATARUNGAN
PANGASIWAAN SA PATALAAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)
East Avenue cor. NIA Road, Quezon City

REQUEST FOR QUOTATION (DIRECT CONTRACTING)
Pursuant to LRA BAC-PGSM Resolution No. 2022-47

19 December 2022

Philcopy Corporation
793 J.P Rizal Ave., Makati City

Attention: **MARIA JESUSITA P. SANTOS**
Manager, Supplies Department

Subject: **Supply and Delivery of Various Kyocera Toners**

Madam:

The Land Registration Authority, through its Bids and Awards Committee (BAC), will undertake an **Alternative Method of Procurement through Direct Contracting** for the item stated below, in accordance with Section 50 (c) of the Revised Implementing Rules and regulation of Republic Act No.9184.

The BAC request you to submit a **PRICE PROPOSAL** in Philippine Peso (inclusive of VAT) for the subject below:

ITEM DESCRIPTION	QUANTITY
Supply and Delivery of Various Kyocera Toners:	
1.Toner Cartridges (TK-1175)	500 Cartridges
2. Toner Cartridges (TK-6113)	175 Cartridges
3. Toner Cartridges (TK-6329)	80 Cartridges

You shall accomplish and submit the duly signed Price Quotation Form (Annex A) not later than 4:00 P.M. on 22 December 2022 through Ms. Maria Rudylyn A. Cebrero at the Property and Supply Section, Lower Ground Floor, LRA building, East Avenue Corner NIA Road, Diliman, Quezon City.

The sealed Quotation must include the following:

- Photocopy of Valid Mayor's/Business Permit;
- PhilGEPS Registration Number;
- Income/Business Tax Return;

- d) Certificate of Exclusive Distributorship Agreement;
- e) Price Quotation Form with Compliance to Specification (See attached Annex "A")

IMPORTANT REMINDERS AND CONDITIONS

1. All quotations submitted to this Authority are considered an offer. In the event that the quotation is accepted, a PURCHASE ORDER shall be placed with the Company offering the most advantageous terms to the Land Registration Authority (LRA).
2. Delivery period shall be **thirty (30) calendar days** upon receipt of the Purchase Order.
3. Goods supplied and delivered are subject to inspection and acceptance. Return/Exchange of non-conformity product(s) applies;
4. Payment shall be in accordance with the usual budgeting, accounting and auditing requirements;
5. The LRA reserves the right to reject any or all offers and may only accept such offer it may consider most economical and most advantageous to the Government.
6. APPROVED BUDGET for the CONTRACT (ABC) **Php 6,686,900.00**

Very truly yours,


ATTY. TRISTAN E. DE GUZMAN
Chairperson, LRA-BAC