



REQUEST FOR QUOTATION

RFQ No. 196-2026

Date: May 21, 2026

The **TARLAC STATE UNIVERSITY (TSU)**, through its Bids and Awards Committee (BAC), intends to procure **Various Printer Consumables** with an Approved Budget for the Contract of **One Million Seven Hundred Twenty-Nine Thousand One Hundred Fifty-Seven Pesos (PhP 1,729,157.00)** through **Small Value Procurement** pursuant to Section 31 of the Implementing Rules and Regulations of Republic Act No. 12009.

Please submit your duly signed quotation addressed to the Bids and Awards Committee (BAC) Chairperson and to the given address below, on or before **1:00PM of 29 May 2026**, subject to compliance with the Terms and Conditions provided on this Request for Quotation (RFQ):

WILMARK J. RAMOS

Chairperson, Bids and Awards Committee-Goods and Services
 Tarlac State University
 Romulo Boulevard, San Vicente Tarlac City
 Telephone No. (045) 606-8162
 Email: tsucanvassing@gmail.com

Interested supplier/service provider shall also submit a copy of the following documents along with the quotation on or before the above specified deadline for submission of quotation:

- Required Documents:
- Valid Business/Mayor's Permit
 - PhilGEPS Registration Number
 - Tax Clearance (per RR017-2024 EO398 Series 2005, Updated Tax Clearance)
 - Notarized Omnibus Sworn Statement, if applicable
 - Latest Income/Business Tax Return, if applicable
 - Others, _____

The Head of the Procuring Entity (HoPE) of the TSU reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract in accordance with Section 70 of the IRR of RA No. 12009.

For any clarification, you may contact the BAC Secretariat at (045) 606-8157/606-8162 or send email to tsucanvassing@gmail.com.

By the Authority of the Bids and Awards Committee:


MENCHIE D. ABELLAR
 Head, BAC Secretariat/Procurement Unit

TSU-PRO-SF-121	Revision No.: 00	Effectivity Date: August 12, 2025	Page 1 of 7
----------------	------------------	-----------------------------------	-------------

INSTRUCTIONS:

Note: Failure to follow these instructions will disqualify your entire quotation.

1. Do not alter the contents of this form in any way.
2. The use of this RFQ is highly encouraged to minimize errors or omissions of the required mandatory provisions.
3. The quotation shall contain all the mandatory requirements/provisions including manifestation of the agreement with the Terms and Conditions below.
4. In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.
5. **All technical specifications must be complied with.** Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.
6. Quotations may be submitted through electronic mail at tsucanvassing@gmail.com.
7. Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the e-mail shall be considered.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. The following shall be observed in accomplishing the Quotation/Proposal Form:



Minimum Technical Specifications	Quantity	Offered Technical Specification/Service	Statement of Compliance (Comply or Not Comply)
			YES or NO
<ol style="list-style-type: none"> 1. State the Brand/Model offered and/or alternate offer if answered "NO" in the Statement of Compliance; 2. Check if compliant with the specifications or not. 			

3. Detailed literature or brochure of the offer, as may be applicable, shall be submitted to support statement of compliance of the technical specifications
4. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
5. Price quotation/s must be valid for a period of **FORTY-FIVE (45) calendar days** from the deadline of submission.
6. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
7. Quotations exceeding the Approved Budget for the Contract shall be rejected.
8. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the TSU shall adopt and employ "draw lots" as the tie- breaking method to finally determine the single winning provider.
9. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
10. The item/s shall be delivered according to the accepted offer of the bidder.
11. Item/s delivered shall be inspected on the scheduled date and time of the TSU. The delivery of the item/s shall be acknowledged upon the delivery to confirm compliance with the technical specifications.
12. Payment shall be made after delivery and upon the submission of the required supporting documents.
13. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. TSU may terminate the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
14. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 12009 and its Implementing Rules and Regulations.
15. The RFQ, Purchase Order (PO), and other related documents for the above-stated procurement projects shall be deemed to form part of the contract

Date: _____

The Bids and Awards Committee

Tarlac State University
San Vicente, Tarlac City

Dear Sir/Madam:

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

	Minimum Technical Specifications	Quantity	Offered Technical Specifications	Statement of Compliance (Comply or Not Comply)
Note: Non-compliance with the minimum required specifications shall be grounds for disqualification				
Procurement of Various Printer Consumables				
1	DRUM, HP 19A	8 pieces		
2	DRUM, HP 32A	1 piece		
3	INK BOTTLE, 6CL Dye, 70ml, Black, 057	6 bottles		
4	INK BOTTLE, 6CL Dye, 70ml, Cyan, 057	4 bottles		
5	INK BOTTLE, 6CL Dye, 70ml, Light Cyan, 057	4 bottles		
6	INK BOTTLE, 6CL Dye, 70ml, Light Magenta, 057	4 bottles		
7	INK BOTTLE, 6CL Dye, 70ml, Magenta, 057	4 bottles		
8	INK BOTTLE, 6CL Dye, 70ml, Yellow, 057	4 bottles		
9	INK BOTTLE, BLACK, BROTHER BTD60BK, COMPATIBLE WITH DCP-T720 DW	2 bottles		
10	INK BOTTLE, Black, Epson 008, for Epson L15150	3 bottles		
11	INK BOTTLE, CYAN, BROTHER BT5000C, COMPATIBLE WITH DCP-T720 DW	2 bottles		
12	INK BOTTLE, Cyan, Epson 008, for Epson L15150	2 bottles		
13	INK BOTTLE, dye EPSON L805 Cyan (70ml)	2 bottles		
14	INK BOTTLE, dye EPSON L805 Light Cyan (70ml)	2 bottles		
15	INK BOTTLE, dye EPSON L805 Light Magenta (70ml)	2 bottles		
16	INK BOTTLE, dye EPSON L805 Magenta (70ml)	2 bottles		
17	INK BOTTLE, dye EPSON L805 Yellow (70ml)	2 bottles		
18	INK BOTTLE, dye, EPSON L805, Black (70ml)	2 bottles		
19	INK BOTTLE, Epson 003 Black 65ml; Compatible with Epson L1110/L3100/L3101/L3110/L3150/L5190	1 bottle		
20	INK BOTTLE, Epson 003 Magenta 65ml; Compatible with Epson L1110/L3100/L3101/L3110/L3150/L5190	1 bottle		
21	INK BOTTLE, Epson 005, Black 140ml; for printer M3170/M2140	34 bottles		

22	INK BOTTLE, Genuine Epson T644, Black, Compatible with Epson L3110	6 bottles		
23	INK BOTTLE, GI-790, BLACK, 100ml	1 bottle		
24	INK BOTTLE, GI-790, CYAN, 100ml	1 bottle		
25	INK BOTTLE, GI-790, MAGENTA, 100ml	1 bottle		
26	INK BOTTLE, GI-790, YELLOW, 100ml	1 bottle		
27	INK BOTTLE, MAGENTA, BROTHER BT5000M, COMPATIBLE WITH DCP-T720 DW	2 bottles		
28	INK BOTTLE, Magenta, Epson 008, for Epson L15150	2 bottles		
29	INK BOTTLE, Original HP GT52 Ink, 90 mL, Black, Compatible with Tank 115 / Ink Tank AIO 310 315 319 410 415 / Wireless Ink tank 419/Smart Ink Tank Wireless 450 455 / Smart Tank 500 515 530 615 / Desk Jet AIO GT 5810 5820	2 bottles		
30	INK BOTTLE, YELLOW, BROTHER BT5000Y, COMPATIBLE WITH DCP-T720 DW	2 bottles		
31	INK BOTTLE, Yellow, Epson 008, for Epson L15150	2 bottles		
32	INK CARTRIDGE, Black, HP 955	6 pieces		
33	INK CARTRIDGE, Cyan, HP 955	6 pieces		
34	INK CARTRIDGE, HP 938, Black	5 bottles		
35	INK CARTRIDGE, HP 938, Cyan	5 bottles		
36	INK CARTRIDGE, HP 938, Magenta	5 bottles		
37	INK CARTRIDGE, HP 938, Yellow	5 bottles		
38	INK CARTRIDGE, Magenta, HP 955	6 pieces		
39	INK CARTRIDGE, Yellow, HP 955	6 pieces		
40	INK, Epson T01D, Black, High-Capacity, Yield: 50,000 pages	3 packs		
41	INK, Epson T01D, Cyan, High-Capacity, Yield: 50,000 pages	2 packs		
42	INK, Epson T01D, Magenta, High-Capacity, Yield: 50,000 pages	2 packs		
43	INK, Epson T01D, Yellow, High-Capacity, Yield: 50,000 pages	2 packs		
44	INK, Epson T7741, 140ml	22 bottles		
45	RIBBON CART, Epson, FX 2175	10 cartridges		
46	RIBBON CART, Epson, LQ2190	10 cartridges		
47	TONER CART, Black, HP CE285A, for LaserJet P1102/P1102w	42 cartridges		
48	TONER CART, Black, W1107A, for M107A	92 cartridges		
49	TONER CART, HP CF217A, Black, for HP LaserJet Pro M102a Printer	58 cartridges		
51	TONER, Black, HP 30X, High Yield, LaserJet	8 cartridges		
52	TONER, Original HP 12A, Q2612A	17 cartridges		
53	CARTRIDGE, LK Tape 24mm x 9m LK-GWBN, for label printer	25 cartridges		
	NOTE: The bidder must provide a certificate of being an authorized dealer, seller, or distributor of the ink manufacturer. If not, the bidder shall provide proof that its supplier is an authorized dealer, seller, or distributor of the ink manufacturer, or that its supplier's source.			
Warranty Period (for equipment, tools, and devices)				

Delivery Period: (<u>40</u> calendar days)			
nothing as follows			

Payment Terms

Payment shall be made through Landbank's LDDAPADA/Bank Transfer Facility, issuance of check or cash on delivery (COD) within thirty (30) calendar days after receipt of sales/service invoice and issuance of Inspection and Acceptance Report/Certificate of Acceptance from the End-User. In case accounts maintained in other banks, bank transfer fees shall be chargeable against the creditor's account.

Interested suppliers shall provide the following Bank Details in the statement of compliance column:

Bank Name: _____

Bank Branch/Address: _____

Bank Account Name: _____

Bank Account Number: _____

FINANCIAL OFFER:

Procurement of Various Printer Consumables			
Approved Budget for the Contract (ABC):			
One Million Seven Hundred Twenty-Nine Thousand One Hundred Fifty-Seven Pesos (PhP 1,729,157.00)			
	Items	Quantity (A)	Offered Price per Unit (B)
			Total Offered Price per Item (A x B)
1	DRUM, HP 19A	8	
2	DRUM, HP 32A	1	
3	INK BOTTLE, 6CL Dye, 70ml, Black, 057	6	
4	INK BOTTLE, 6CL Dye, 70ml, Cyan, 057	4	
5	INK BOTTLE, 6CL Dye, 70ml, Light Cyan, 057	4	
6	INK BOTTLE, 6CL Dye, 70ml, Light Magenta, 057	4	
7	INK BOTTLE, 6CL Dye, 70ml, Magenta, 057	4	
8	INK BOTTLE, 6CL Dye, 70ml, Yellow, 057	4	
9	INK BOTTLE, BLACK, BROTHER BTD60BK, COMPATIBLE WITH DCP-T720 DW	2	
10	INK BOTTLE, Black, Epson 008, for Epson L15150	3	
11	INK BOTTLE, CYAN, BROTHER BT5000C, COMPATIBLE WITH DCP-T720 DW	2	
12	INK BOTTLE, Cyan, Epson 008, for Epson L15150	2	
13	INK BOTTLE, dye EPSON L805 Cyan (70ml)	2	
14	INK BOTTLE, dye EPSON L805 Light Cyan (70ml)	2	
15	INK BOTTLE, dye EPSON L805 Light Magenta (70ml)	2	
16	INK BOTTLE, dye EPSON L805 Magenta (70ml)	2	
17	INK BOTTLE, dye EPSON L805 Yellow (70ml)	2	
18	INK BOTTLE, dye, EPSON L805, Black (70ml)	2	

19	INK BOTTLE, Epson 003 Black 65ml; Compatible with Epson L1110/L3100/L3101/L3110/L3150/L5190	1		
20	INK BOTTLE, Epson 003 Magenta 65ml; Compatible with Epson L1110/L3100/L3101/L3110/L3150/15190	1		
21	INK BOTTLE, Epson 005, Black 140ml; for printer M3170/M2140	34		
22	INK BOTTLE, Genuine Epson T644, Black, Compatible with Epson L3110	6		
23	INK BOTTLE, GI-790, BLACK, 100ml	1		
24	INK BOTTLE, GI-790, CYAN, 100ml	1		
25	INK BOTTLE, GI-790, MAGENTA, 100ml	1		
26	INK BOTTLE, GI-790, YELLOW, 100ml	1		
27	INK BOTTLE, MAGENTA, BROTHER BT5000M, COMPATIBLE WITH DCP-T720 DW	2		
28	INK BOTTLE, Magenta, Epson 008, for Epson L15150	2		
29	INK BOTTLE, Original HP GT52 Ink, 90 mL, Black, Compatible with Tank 115 / Ink Tank AIO 310 315 319 410 415 / Wireless Ink tank 419/Smart Ink Tank Wireless 450 455 / Smart Tank 500 515 530 615 / Desk Jet AIO GT 5810 5820	2		
30	INK BOTTLE, YELLOW, BROTHER BT5000Y, COMPATIBLE WITH DCP-T720 DW	2		
31	INK BOTTLE, Yellow, Epson 008, for Epson L15150	2		
32	INK CARTRIDGE, Black, HP 955	6		
33	INK CARTRIDGE, Cyan, HP 955	6		
34	INK CARTRIDGE, HP 938, Black	5		
35	INK CARTRIDGE, HP 938, Cyan	5		
36	INK CARTRIDGE, HP 938, Magenta	5		
37	INK CARTRIDGE, HP 938, Yellow	5		
38	INK CARTRIDGE, Magenta, HP 955	6		
39	INK CARTRIDGE, Yellow, HP 955	6		
40	INK, Epson T01D, Black, High-Capacity, Yield: 50,000 pages	3		
41	INK, Epson T01D, Cyan, High-Capacity, Yield: 50,000 pages	2		
42	INK, Epson T01D, Magenta, High-Capacity, Yield: 50,000 pages	2		
43	INK, Epson T01D, Yellow, High-Capacity, Yield: 50,000 pages	2		
44	INK, Epson T7741, 140ml	22		
45	RIBBON CART, Epson, FX 2175	10		
46	RIBBON CART, Epson, LQ2190	10		
47	TONER CART, Black, HP CE285A, for LaserJet P1102/P1102w	42		
48	TONER CART, Black, W1107A, for M107A	92		
49	TONER CART, HP CF217A, Black, for HP LaserJet Pro M102a Printer	58		
51	TONER, Black, HP 30X, High Yield, LaserJet	8		
52	TONER, Original HP 12A, Q2612A	17		
53	CARTRIDGE, LK Tape 24mm x 9m LK-GWBN, for label printer	25		
			Grand Total	

Total Offered Quotation	In Words:
	In Figures:

Signature Over Printed Name

Position/Designation

Company Registered Name

Office Telephone/Mobile Nos.

Email Address/es

Date



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 13005763
Procuring Entity TARLAC STATE UNIVERSITY
Title Procurement of Various Printer Consumables
Area of Delivery Tarlac

Solicitation Number:	196-2026	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	3
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Equipment Supplies and Consumables	Date Published	22/05/2026
Approved Budget for the Contract:	PHP 1,729,157.00	Last Updated / Time	21/05/2026 15:20 PM
Delivery Period:	40 Day/s	Closing Date / Time	29/05/2026 13:00 PM
Client Agency:			
Contact Person:	Tutchie Panlilio Clerk TSU, Romulo Blvd. San Vicente, Tarlac City, Philip Tarlac City Tarlac Philippines 2300 63-045-6068110 Ext.157 tsucanvassing@gmail.com		

Description

NOTE: The bidder must provide a certificate of being an authorized dealer, seller, or distributor of the ink manufacturer. If not, the bidder shall provide proof that its supplier is an authorized dealer, seller, or distributor of the ink manufacturer, or that its supplier's source for Various offices used

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	DRUM	HP 19A	8	Piece	59,320.00
2	DRUM	HP 32A	1	Piece	9,085.00
3	INK BOTTLE	6CL Dye, 70ml, Black, 057	6	Bottle	4,560.00
4	INK BOTTLE	6CL Dye, 70ml, Cyan, 057	4	Bottle	3,040.00
5	INK BOTTLE	6CL Dye, 70ml, Light Cyan, 057	4	Bottle	3,040.00
6	INK BOTTLE	6CL Dye, 70ml, Light Magenta, 057	4	Bottle	3,040.00
7	INK BOTTLE	6CL Dye, 70ml, Magenta, 057	4	Bottle	3,040.00
8	INK BOTTLE	6CL Dye, 70ml, Yellow, 057	4	Bottle	3,040.00
9	INK BOTTLE	BLACK, BROTHER BTD60BK, COMPATIBLE WITH DCP-T720 DW	2	Bottle	1,060.00
10	INK BOTTLE	Black, Epson 008, for Epson L15150	3	Bottle	3,480.00
11	INK BOTTLE	CYAN, BROTHER BT5000C, COMPATIBLE WITH DCP-T720 DW	2	Bottle	990.00
12	INK BOTTLE	Cyan, Epson 008, for Epson L15150	2	Bottle	1,840.00
13	INK BOTTLE	dye EPSON L805 Cyan (70ml)	2	Bottle	1,370.00
14	INK BOTTLE	dye EPSON L805 Light Cyan (70ml)	2	Bottle	1,370.00
15	INK BOTTLE	dye EPSON L805 Light Magenta (70ml)	2	Bottle	1,370.00

16	INK BOTTLE	dye EPSON L805 Magenta (70ml)	2	Bottle	1,370.00
17	INK BOTTLE	dye EPSON L805 Yellow (70ml)	2	Bottle	1,370.00
18	INK BOTTLE	dye, EPSON L805, Black (70ml)	2	Bottle	1,370.00
19	INK BOTTLE	Epson 003 Black 65ml; Compatible with Epson L1110/L3100/L3101/L3110/L3150/L5190	1	Bottle	370.00
20	INK BOTTLE	Epson 003 Magenta 65ml; Compatible with Epson L1110/L3100/L3101/L3110/L3150/L5190	1	Bottle	370.00
21	INK BOTTLE	Epson 005, Black 140ml; for printer M3170/M2140	34	Bottle	26,180.00
22	INK BOTTLE	Genuine Epson T644, Black, Compatible with Epson L3110	6	Bottle	2,160.00
23	INK BOTTLE	GI-790, BLACK, 100ml	1	Bottle	445.00
24	INK BOTTLE	GI-790, CYAN, 100ml	1	Bottle	445.00
25	INK BOTTLE	GI-790, MAGENTA, 100ml	1	Bottle	445.00
26	INK BOTTLE	GI-790, YELLOW, 100ml	1	Bottle	445.00
27	INK BOTTLE	MAGENTA, BROTHER BT5000M, COMPATIBLE WITH DCP-T720 DW	2	Bottle	1,020.00
28	INK BOTTLE	Magenta, Epson 008, for Epson L15150	2	Bottle	1,840.00
29	INK BOTTLE	Original HP GT52 Ink, 90 mL, Black, Compatible with Tank 115 / Ink Tank AIO 310 315 319 410 415 / Wireless Ink tank 419/Smart Ink Tank Wireless 450 455 / Smart Tank 500 515 530 615 / Desk Jet AIO GT 5810 5820	2	Bottle	800.00
30	INK BOTTLE	YELLOW, BROTHER BT5000Y, COMPATIBLE WITH DCP-T720 DW	2	Bottle	1,020.00
31	INK BOTTLE	Yellow, Epson 008, for Epson L15150	2	Bottle	1,840.00
32	INK CARTRIDGE	Black, HP 955	6	Piece	8,700.00
33	INK CARTRIDGE	Cyan, HP 955	6	Piece	7,260.00
34	INK CARTRIDGE	HP 938, Black	5	Bottle	13,150.00
35	INK CARTRIDGE	HP 938, Cyan	5	Bottle	9,775.00
36	INK CARTRIDGE	HP 938, Magenta	5	Bottle	9,775.00
37	INK CARTRIDGE	HP 938, Yellow	5	Bottle	9,775.00
38	INK CARTRIDGE	Magenta, HP 955	6	Piece	10,890.00
39	INK CARTRIDGE	Yellow, HP 955	6	Piece	10,890.00
40	INK	Epson T01D, Black, High-Capacity, Yield: 50,000 pages	3	Pack	91,440.00
41	INK	Epson T01D, Cyan, High-Capacity, Yield: 50,000 pages	2	Pack	22,264.00
42	INK	Epson T01D, Magenta, High-Capacity, Yield: 50,000 pages	2	Pack	22,264.00
43	INK	Epson T01D, Yellow, High-Capacity, Yield: 50,000 pages	2	Pack	22,264.00
44	INK	Epson T7741, 140ml	22	Bottle	16,060.00
45	RIBBON CART	Epson, FX 2175	10	Cartridge	4,300.00
46	RIBBON CART	Epson, LQ2190	10	Cartridge	10,000.00
47	TONER CART	Black, HP CE285A, for LaserJet P1102/P1102w	42	Cartridge	396,060.00
48	TONER CART	Black, W1107A, for M107A	92	Cartridge	324,760.00
49	TONER CART	HP CF217A, Black, for HP LaserJet Pro M102a Printer	58	Cartridge	364,820.00
50	TONER	Black, HP 30X, High Yield, LaserJet	8	Cartridge	78,240.00
51	TONER	Original HP 12A, Q2612A	17	Cartridge	132,260.00
52	CARTRIDGE	LK Tape 24mm x 9m LK-GWBN, for label printer	25	Cartridge	23,075.00

Other Information

The bidders must download the attached documents in the associated component section.

Note: Award shall be on a "per line item" basis.

Please refer to the Request for Quotation for complete specifications

Created by Tutchie Panlilio
Date Created 21/05/2026

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.