

Republic of the Philippines
PUBLIC ATTORNEY'S OFFICE

Tanggapan ng Manananggol Pambayan
Kagawaran ng Katarungan
DOJ Agencies Building, NIA Road corner East Avenue, 1104 Quezon City

Bids and Awards Committee

TERMS OF REFERENCE (TOR)

**VARIOUS INK CARTRIDGES FOR PUBLIC ATTORNEY'S OFFICE FOR FY 2021
(PURCHASE REQUEST NO. 420-05-2021)**

(Through Public Bidding Pursuant to 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184)

1. Approved Budget for the Contract

The bidder shall bid for the item described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract in the amount of **SEVENTEEN MILLION SIX HUNDRED TWENTY-FIVE THOUSAND PESOS ONLY (Php 17,625,000.00)**, inclusive of all taxes applicable and bank and government charges payable.

2. Specifications:

QUANTITY	DESCRIPTION
7,000 pcs.	HP 680 Black Ink Cartridge (F6V27AA) (ORIGINAL)
4,500 pcs.	HP 680 Colored Ink Cartridge (F6V27AA) (ORIGINAL)
3000 pcs.	HP 678 Black Ink Cartridge (HP CZ107AA) (ORIGINAL)
3000 pcs.	HP 678 Colored Ink Cartridge (HP CZ108AA) (ORIGINAL)
6000 pcs.	Ink Cartridge Canon-PG810 (B) (ORIGINAL)
3200 pcs.	Ink Cartridge Canon-PG811 (C) (ORIGINAL)
500 Bottles	Epson 003 Ink Black
500 Bottles	Epson 003 Ink Cyan
500 Bottles	Epson 003 Ink Magenta
500 Bottles	Epson 003 Ink Yellow

TECHNICAL WORKING GROUP:

Head:

ALMA E. DUMAGO – LATOSA
Director II
Financial Planning and Management Service

Members:

THOR ARTHUR B. AVILA
Administrative Officer V
Human Resource Management and Development Division
Administrative Service



MICHAEL M. MENDOZA
Administrative Assistant III
Cash Section
Administrative Service




REPUBLIKA NG PILIPINAS
PUBLIC ATTORNEY'S OFFICE
TANGGAPAN NG MANANANGGOL NG BAYAN
KAGAWARAN NG KATARUNGAN
 DOJ-Agencies Bldg., NIA Rd., cor. East Ave. 1104 Diliman, Quezon City
 Telephone Nos. 929-90-10/929-94-36 Fax No. 927-68-10/926-28-78

DELIVERY SCHEDULE OF INK FOR 2021


	ITEM	ORDER		Proposed Delivery Dates				TOTAL
		QTY	Unit	15 days	25 days	35 days	45 days	
				after issuance of Notice to proceed				
1	HP 680 - BLACK	7,000	cart	1750	1750	1750	1750	7000
2	HP 680 - COLORED	4,500	cart	1125	1125	1125	1125	4500
3	HP 678 - BLACK	3,000	cart	750	750	750	750	3000
4	HP 678 - COLORED	3,000	cart	750	750	750	750	3000
5	CANON 810 - BLACK	6,000	cart	1500	1500	1500	1500	6000
6	CANON 811 - COLORED	3,200	cart	800	800	800	800	3200
7	EPSON 003 INK BOTTLE - BLACK	500	bottles	125	125	125	125	500
8	EPSON 003 INK BOTTLE - CYAN	500	bottles	125	125	125	125	500
9	EPSON 003 INK BOTTLE - MAGENTA	500	bottles	125	125	125	125	500
10	EPSON 003 INK BOTTLE - YELLOW	500	bottles	125	125	125	125	500


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