



Republic of the Philippines
Professional Regulation Commission
Bids and Awards Committee
Central Office

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Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item No.	Quantity	Description	Delivery Schedule
ITB No. 2025-09 – Lot 1	410	HP Toner 107A, Black	<u>1st Delivery: 200 cartridges</u> <ul style="list-style-type: none">• Within 30 calendar days from receipt of the Notice to Proceed (NTP)
			<u>2nd Delivery: 210 cartridges</u> <ul style="list-style-type: none">• Within 30 calendar days from completion of 1st delivery
ITB No. 2025-09 – Lot 2	35	HP CF237A Toner, Black	<u>1st Delivery: 15 cartridges</u> <ul style="list-style-type: none">• Within 30 calendar days from receipt of the NTP
			<u>2nd Delivery: 20 cartridges</u> <ul style="list-style-type: none">• Within 30 calendar days from completion of 1st delivery
ITB No. 2025-09 – Lot 3	61	HP 215A Toner, Black	<u>1st Delivery: 30 cartridges for each color</u> <ul style="list-style-type: none">• Within 30 calendar days from receipt of the NTP <u>2nd Delivery: remaining cartridges for each color</u> <ul style="list-style-type: none">• Within 30 calendar days from completion of 1st delivery
	50	HP 215A Toner, Cyan	
	50	HP 215A Toner, Yellow	
	50	HP 215A Toner, Magenta	
ITB No. 2025-09 – Lot 4	99	HP 416x Toner, Black	<u>1st Delivery: 30 cartridges for each color</u> <ul style="list-style-type: none">• Within 30 calendar days from receipt of the NTP <u>2nd Delivery: remaining cartridges for each color</u> <ul style="list-style-type: none">• Within 30 calendar days from completion of 1st delivery
	70	HP 416x Toner, Cyan	
	69	HP 416x Toner, Yellow	
	70	Magenta	
Place of Delivery:		Professional Regulation Commission – Central Office P. Paredes Street, Sampaloc, Manila	

**ACKNOWLEDGMENT AND COMPLIANCE WITH THE TERMS OF
REFERENCE FOR THE EARLY PROCUREMENT OF VARIOUS HP
TONERS FOR YEAR 2025 [FOUR (4) LOTS]**

SIGNATURE OVER PRINTED NAME
OF AUTHORIZED REPRESENTATIVE,
DESIGNATION AND PRINTED NAME OF COMPANY