



Republic of the Philippines  
**Government of Ormoc City**  
**BIDS AND AWARDS COMMITTEE**  
Ormoc City

CEO

P.R. No.: 240557  
Quotation No.: 243101-1841  
PhilGEPs No.: \_\_\_\_\_

Standard Form Title: **REQUEST FOR QUOTATION**

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by you or your authorized representative not later than \_\_\_\_\_

**LOUCELLE MAE B. ARANETA**  
PROCUREMENT OFFICER

NOTE: (1) ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY WRITTEN.  
(2) DELIVERY PERIOD WITHIN 30 C.D. UPON RECEIPT OF THE APPROVED FUNDED PURCHASE ORDER (P.O.). Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be for a minimum for non-delivery without valid reason.  
(3) WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS OF SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE

OF ACCEPTANCE BY THE END-USER. (4) PRICE VALIDITY SHALL BE FOR A PERIOD OF SIXTY (60) DAYS. (5) G-EPS REG NO., MAYORs PERMIT, DTI/SEC, AND FOR ABC's ABOVE 500K - ITR & OMNIBUS SWORN STATEMENT SHALL BE ATTACHED UPON SUBMISSION (6) BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCTS IF APPLICABLE. (7) THE **APPROVED BUDGET CEILING** FOR THIS PROCUREMENT IS (amount indicated below)  
Php 319,980.00

Activities	Schedule	
	FROM	TO
1 Issuance of Canvass	Wednesday February 07, 2024	Monday February 12, 2024
2 Submission of Canvass	Tuesday February 13, 2024	10:00 AM
3 Opening of Canvass	Tuesday February 13, 2024	2:00 PM

#	Piston	QTY	UNIT COST	TOTAL
1	Computer (set)	2 set		
	PROCESSOR: Base Frequency : 2.9GHz; # of CPU Cores:6			
	Cache: 12MB Total Threads:12			
	MOTHERBOARD: Dual Channel , 2 DIMMs			
	RAM: 2 x 16GB			
	HARD DISK : 1TB HDD + 1TB SSD			
	BRANDED CASE			
	BRANDED PSU 700W			
	27 INCHES MONITOR FHD			
	650 VA UPS			
	GRAPHICS: 12GB			
	KEYBOARD + MOUSE			
	LICENSE OS AND OFFICE			
2	Printer	2 unit		
	Printer Type: Print, Scan, Copy, Fax with ADF			
	PRINTING			
	Nozzle Configuration: 800 x 1 nozzles Black, 256 x 1 nozzles per colour (Cyan, Magenta, Yellow)			
	Print Direction: Bi-directional printing			
	Maximum Resolution: 4800 x 2400 dpi			
	Minimum Ink Droplet Volume: 3.8 pl			
	Print Speed*1: Draft Text - Up to 32.0 ppm / 22.0 ppm			
	Automatic 2-sided printing: Yes (Up to A3)			
	Copy Speed: Up to 23.0 ipm / 10.0 ipm			
	Maximum Copies from Standalone: 999 copies			
	Reduction/Enlargement: 25 - 400%			
	Maximum Copy Resolution: 600 x 600 dpi			
	Maximum Copy Size: A3			
	Scanner Type: Flatbed colour image scanner			
	Sensor Type: CIS			
	Optical Resolution: 1200 x 2400 dpi			
	Maximum Scan Area: 297 x 431.8 (mm)			
	Type of Fax: Walk-up Black-and-white and			
	Colour Fax Capability			
	FAX Resolution: Up to 200 x 200 dpi			
	Support Paper Thickness: 64-95 g/m2			
	Paper Capacity: 50 sheets			



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#	Piston	QTY	UNIT COST	TOTAL
	Paper Feed Method: Friction Feed			
	Number of Paper Trays: 3 (Front 2, Rear 1)			
	Input Capacity: Cassette 1: 250 sheets for A4 Plain paper			
	Output Capacity: 125 sheets for A4 Plain paper			
	Paper Size: A3, Super B			
	Maximum Paper Size: 329 x 6000mm			
	LCD Screen: 4.3" Colour LCD Touch Screen			
	NOTE : ALL IT RELATED ITEMS ABOVE MUST BE DELIVERED IN COMPLIANCE WITH THE REQUIRED TECHNICAL SPECIFICATION OR ITS EQUIVALENT OR HIGHER ANS MUST BE COMPATIBLE WITH THE EXISTING LGU SYSTEMS AND WITH WARRANTY			
<b>GRAND TOTAL &gt;&gt;&gt;</b>				

Brand and Model : \_\_\_\_\_ Warranty : \_\_\_\_\_  
Delivery Period : \_\_\_\_\_ Price Validity : \_\_\_\_\_

After having carefully read and accepted your Conditions, I/We quote you on the item at prices noted above and hereby commit to deliver the same if adjudged to have the lowest and responsive quotation.

Business Name

2024-02-240557

Printed Name/Signature/Date