



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

BAC

P.R. No.: 240645
Quotation No.: 243109-1845
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 15 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 98,000.00

Activities		Schedule	
		FROM	TO
1	Issuance of Canvass	Tuesday February 13, 2024	Friday February 16, 2024
2	Submission of Canvass	Monday February 19, 2024	10:00 AM
3	Opening of Canvass	Monday February 19, 2024	2:00 PM

#	Piston	QTY	UNIT COST	TOTAL
1	Printer	4 unit		
	PRINTER TYPE: PRINT, SCAN, COPY, FAX WITH ADF			
	NOZZLE CONFIGURATION: 400 x 1 NOZZLE (BLACK), 128x1 NOZZLE			
	PER COLOUR (CYAN, MAGENTA, YELLOW)			
	MAXIMUM RESOLUTION: 4800 x 1200 dpi			
	PRINT SPEED: UP TO 37.0 PPM / 23.0 PPM			
	AUTOMATIC 2-SIDED PRINTING: YES			
	COPY SPEED: SIMPLEX: UP TO 12.0 IPM / 6.0 IPM			
	MAXIMUM COPIES FROM STANDALONE: 99 COPIES			
	REDUCTION / ENLARGEMENT: 25 - 400%			
	MAXIMUM COPY RESOLUTION: 600 x 600 dpi			
	MAXIMUM COPY SIZE: LEGAL			
	SCANNER TYPE: FLATBED COLOUR IMAGE SCANNER			
	SENSOR TYPE: CIS			
	OPTICAL RESOLUTION: 1200 x 2400 dpi			
	MAXIMUM SCAN AREA: 216 x 297 mm			
	SCAN SPEED			
	*MONOCHROME 200dpi: FLATBED: UP TO 12 SEC/ADF: UP TO 6.0			
	*COLOUR 200dpi: FLATBED: UP TO 27 SEC/ADF: UP TO 5.0 ipm			
	TYPE OF FAX: WALK-UP B/W AND COLOUR FAX CAPABILITY			
	FAX RESOLUTION: UP TO 200 x 200 dpi			
	ADF FUNCTION			
Sub-Total >>>				

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

Printed Name/Signature/Date

