



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

CBO

P.R. No.: 240147  
Quotation No.: 242883-1732  
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., MAYOR'S 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 124,387.00

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	3 unit		
	FUNCTIONS: Print, Scan, Copy, Fax			
	PRINTER TYPE: Inkjet Printer			
	PRINT SPEED: 17(Mono)/16.5(Col) ipm FPOT: 6(Mono)/6.5(Col) sec			
	MAXIMUM PAPER CAPACITY: Up to 230 sheets of 80 gsm plain paper			
	RESOLUTION: Up to 1,200x6,000 dpi			
	PRINTING WIDTH: With border:204 mm			
	Borderless: 210 mm			
	PAPER INPUT - PAPER TRAY #1-MAXIMUM PAPER CAPACITY: Up to 150 sheets of 80 gsm plain paper			
	PAPER INPUT - MULTI-PURPOSE TRAY: Plain, Inkjet, Glossy(cast/resin), Recycled			
	ADF INPUT PAPER TRAY MAXIMUM PAPER CAPACITY: Up to 20 sheets of 80 gsm plain paper			
	PAPER OUTPUT: Up to 50 sheets of 80gsm plain paper			
	COLOR: Yes			
	MONOCHROME: Yes			
	COPY WIDTH: A4:2044 mm Letter:210 mm			
	MULTIPLE COPIES: Up to 99 pages			
	ENLARGE/REDUCE: 25% to 400% in increments of 1%			
	RESOLUTION: Print:Max. 1200x2400 dpi, Scan:Max. 1200x600 dpi			
	USB: Hi-Speed USB 2.0			
	COLOUR SCANNING: Yes MONOCHROME: Yes			
	COLOUR DEPTH-INPUT: 30 bit colour processing			
	COLOUR DEPTH-OUTPUT: 24 bit colour processing/ 256 levels per colour			
	GREYSCALE-INPUT: 10 bit colour processing			
	GREYSCALE-OUTPUT: 8 bit colour processing/ 256 levels per colour			
	RESOLUTION-INTERPOLATED: Up to 19200x19200 dpi			
	RESOLUTION-SCANNER GLASS: Up to 1,200 dpi x 2,400 dpi			
	RESOLUTION-ADF: Up to 1,200 dpi x 600 dpi			
	SCANNING WIDTH-SCANNER GLASS: Up to 213.9 mm			
	SCANNING WIDTH-ADF: Max 213.9 mm			
	SCANNING LENGTH-SCANNER GLASS: Up to 295 mm			



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#	Piston	QTY	UNIT COST	TOTAL
	Fax			
	RESOLUTION(HORIZONTAL): 203 dpi			
	RESOLUTION(VERTICAL): 98 dpi			
	DISPLAY & MEMORY			
	DISPLAY: 1.8" TFT			
	MEMORY CAPACITY: 128 MB			
2	UPS	3 unit		
	UPS 650VA			
	BLACK W/ AVR			
3	Scanner	1 unit		
	SCANNER TYPE: A4 sheet-fed, one-pass duplex colour scanner			
	SENSOR: Contact Image Sensor (CIS) x 2			
	SCANNING METHOD: Fixed carriage and moving document			
	LIGHT SOURCE: RGB LED			
	OPTICAL RESOLUTION: 600 x 600 dpi			
	OUTPUT RESOLUTION: 50-1,200 DPI (in 1 dpi increments)			
	BIT DEPTH			
	COLOUR: 48-bit input, 24-bit output			
	GREYSCALE: 16-bit input, 8-bit output			
	BLACK & WHITE: 16-bit input, 1-bit output			
	DOCUMENT SIZE			
	MINIMUM: 50.8 x 50.8 mm			
	MAXIMUM: 215.9 x 3,048 mm			
	ADF CAPACITY: 50 sheets (80g/m2)			
	DAILY SCAN VOLUME: up to 3,000 sheets/day			
	MULTI-FEED DETECTION: Length Detection			
	INTERFACE: USB 2.0			
	SCANNING SPEED			
	RESOLUTION (SIMPLEX/DUPLEX)			
	200 dpi 26ppm/52 ipm (Monochrome, Colour)			
	300dpi 26 ppm/52 ipm (Monochrome, Colour)			
	600 dpi 21 ppm/42 ipm (Monochrome)			
	NOTE : ALL IT RELATED ITEMS ABOVE MUST BE DELIVERED IN COMPLIANCE WITH THE REQUIRED TECHNICAL SPECIFICATION			



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#	Piston	QTY	UNIT COST	TOTAL
	OR ITS EQUIVALENT OR HIGHER ANS MUST BE COMPATIBLE			
	WITH THE EXISTING LGU SYSTEMS AND WITH WARRANTY			
GRAND 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

2024-02-240147