



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

ORWASA

P.R. No. : 240863  
Quotation No. : 243387-1984  
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 62,500.00

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Tuesday March 05, 2024	Friday March 08, 2024
2	Submission of Canvass	Monday March 11, 2024	10:00 AM
3	Opening of Canvass	Monday March 11, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Printer	5 unit		
	Printer Type: Print, Scan and Copy			
	Printing technology			
	Nozzle Configuration: 180x1 nozzle black, 59x1 nozzles per colour (Cyan, Magenta, Yellow)			
	Maximum Resolution : 5760 x 1440 dpi			
	Print Speed : Up to 33.0 ppm / 15.0 ppm			
	Copy Speed : Up to 7.0 ipm / 1.7 ipm			
	Maximum Copies from Standalone : 20 copies			
	Maximum Copy Size : a4, LTR			
	Scanner Type : Flattered colour image scanner			
	Sensor Type : CIS			
	Optical Resolution : 600 x 1200 dpi			
	Maximum Scan Area : 216 x 297 mm			
	Scan Speed (Flatbed)			
	Monochrome 200 dpi Up to 11 sec			
	Colour : 200 dpi Up to 32			
	Number of Paper Trays : 1			
	USB : USB 2.0			
	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

Printed Name/Signature/Date