



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

PAIAD

P.R. No.: 241261
Quotation No.: 243725-2153
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 _____

KATHERYN A. SOLAÑA
PROCUREMENT OFFICER

NOTE: (1) ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY WRITTEN.
(2) DELIVERY PERIOD WITHIN 25 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 213,000.00

Activities	Schedule	
	FROM	TO
1 Issuance of Canvass	Monday April 15, 2024	Thursday April 18, 2024
2 Submission of Canvass	Friday April 19, 2024	10:00 AM
3 Opening of Canvass	Friday April 19, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Duplicator/Duplicating Machine	1 unit		
	TYPE:			
	TABLE TOP			
	MASTER MAKING:			
	THERMAL DIGITAL			
	23 SECONDS (A4. 100%) MASTER MAKING SPEED			
	RESOLUTION:			
	300dpiX600dpi SCAN			
	300dpiX600dpi PRINT			
	SCANNING METHOD:			
	AUTOMATIC DOCUMENT FEEDER			
	FLATBED SCANNER:			
	STENCIL PRINT			
	DOCUMENT TYPE:			
	SHEETS			
	DOCUMENT SIZE:			
	271X420mm MAX			
	100X148mm MIN			
	PAPER SIZE:			
	297X420mm MAX			
	100X148mm MIN			
	IMAGE AREA:			
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

2024-04-241261



