



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

LIBRARY

P.R. No.: 241494
Quotation No.: 244053-2317
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 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 108,500.00

Activities	Schedule	
	FROM	TO
1 Issuance of Canvass	Wednesday May 29, 2024	Monday June 03, 2024
2 Submission of Canvass	Tuesday June 04, 2024	10:00 AM
3 Opening of Canvass	Tuesday June 04, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Laptop	1 unit		
	Processor: Max Turbo Freq: 4.5GHZ; Cores: 12; Threads:16; Cache:			
	RAM: 8GB			
	STORAGE: 512GB			
	DISPLAY: 15.6" IPS FULL HD			
	GRAPHICS: 6GB			
	WITH LICENSE OS & OFFICE			
	W/ CARRYINBG BAG			
2	Printer	1 unit		
	Functions: Print, Scan, Copy, Fax with ADF			
	Nozzle Configuration: 180x2 nozzles Black, 59x1 nozzles per Colour			
	Maximum Resolution: 5760x1440 dpi			
	Copy Speed: Up to 7.7 ipm/ 3.8 ipm			
	Maximum Copy Resolution: 600x600 dpi			
	Maximum Copy Size: Legal			
	Scanner Type: Flatbed colour image scanner			
	Optical Resolution: 1200x2400 dpi			
	Scan Speed: Monochrome 200 dpi Flatbed: 12 sec/ADF: 4.5 ipm			
	Colour: 200 dpi Flatbed: 29 sec/ ADF: 4.5 ipm			
	Type of Fax: Walkup Black-andwhite and colour Fax Capability			
	Fax Resolution: Up to 200x200 dpi			
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

2024-05-241494



