



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

CCDO

P.R. No.: 241931

Quotation No.: 244435-2508

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 100,000.00

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Wednesday July 31, 2024	Monday August 05, 2024
2	Submission of Canvass	Tuesday August 06, 2024	10:00 AM
3	Opening of Canvass	Tuesday August 06, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	COPIER	1 unit		
	SPECIFICATIONS:			
	DIGITAL COPIER			
	General Type: Monochrome multifunctional for A4			
	Engine Speed: Up to 40 pages A4 per minute			
	Warm-up time: Approx. 20 seconds or less			
	Power consumption: Copying/Printing: 661 W, Ready-mode:21, W, Sleep-mode : 1W			
	Input Capacity: 100-sheet multi-purpose tray			
	Duplex Unit: Duplex functionality as standard: Double-sided printi			
	Document Processor: Dual Scan document processor: 50-sheet, 50			
	A4,A5,A6,B5,B6,Letter, Legal,Custom(100x148 to 216 x 356 mm)			
	Max. input capacity with options:850 sheets			
	Max. Output capacity: Mac. 150 sheet face down with paper full c			
	Processor: 800 MHz			
	Max. Original Size: A4/Legal			
	Continuous copy: 1-999 (when optional memory installed)			
	Zoom Range : 25-400% in 1% steps			
	Preset Magnification Ratios: 7 Reduction/5 Enlargements			
	Image Adjustments: Text + Photo, Photo, Text, Map			
	Digital Copy Features: Scan-once-copy-many, electric sort, 2in1,			
	4in1,ID-card copy, priority print, program,continuous scan,			
Sub-Total >>>				

Brand and Model : _____
Delivery Period : _____

Warranty : _____
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

2024-07-241931





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#	Item and Description	QTY	UNIT COST	TOTAL
	auto cassette change, copy density control			
	Scan Functionalities: Scan-to-e-mail(SMTP), Scan-to-FTP(FTP over			
	Scan-to-SMBv3, Scan to USB Host, TWAIN scan(USB,network),WS			
	scan (USB,network)			
	Scan Speed: 40 ipm (300 dpi,A4,B/W, simplex), 23 ipm(300 dpi,A4,			
	simplex),32 ipm(300 dpi,A4,b/w,duplex),16 ipm(300 dpi,A4,colour			
	Scan Resolution: 300dpi x 300 dpi, 200dpi x 200dpi(Default),200dpi			
	600dpi x 600dpi, 400dpi x 400dpi, 200dpi x 400dpi			
	Max. Scan Size: A4(Platen), Legal (DP)			
	Modem Speed: Max. 33.6 kbps			
	Scanning Speed: 2 seconds/ sheet or less			
	Transmission Speed: 3 seconds or less			
	Scanning Density: Normal:200 x 100dpi,Fine:200 x 200 dpi,Superfi			
	Maximum Original Size: A4 / Legal			
	Fax Features: Network Fax, duplex transmission and reception, po			
	transmission and reception.			
	NOTE: ALL IT RELATED ITEMS AQBOVE MUST BE DELIVERED IN			
	COMPLIANCE WITH THE REQUIRED TECHNICAL SPECIFICATIONS			
	OR ITS EQUIVALENT OR HIGHER AND MUST BE COMPATIBLE			
	WITH THE EXISTING LGU SYSTEMS AND WARRANTY.			
	-x-x-x-x-x-x- NOTHING FOLLOWS -x-x-x-x-x-x-			
GRAND TOTAL >>>				

Brand and Model : _____ Warranty : _____
Delivery Period : _____ Price Validity : _____

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