



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

ADMIN

P.R. No.: 242119
Quotation No.: 244637-2609
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 15 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 98,000.00

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Wednesday August 21, 2024	Wednesday August 28, 2024
2	Submission of Canvass	Thursday August 29, 2024	10:00 AM
3	Opening of Canvass	Thursday August 29, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Printer, 3-in-1 (Multi-function)	4 unit		
	PRINTER TYPE: PRINT, SCAN, COPY, FAX WITH ADF			
	NOZZLE CONFIGURATION: 400 x NOZZLE (BLACK) 128x1 NOZZLES			
	PER COLOUR (CYAN, MAGENTA, YELLOW)			
	MAXIMUM RESOLUTION: 4800 x 1200 dpi			
	PRINT SPEED: UP TO 37.0 PPM / 23.0 PPM			
	AUTOMATIC 2-SIDED PRINTING: YES			
	COPY SPEED: SIMPLEX: UP TO 12.0 IPM / 6.0 IPM			
	MAXIMUM COPIES FROM STANDALONE: 99 COPIES			
	REDUCTION / ENLARGEMENT: 25 - 400%			
	MAXIMUM COPY RESOLUTION: 600 x 600 dpi			
	MAXIMUM COMY SIZE: LEGAL			
	SCANNER TYPE: FLATBED COLOUR IMAGE SCANNER			
	SENSOR TYPE: CIS			
	OPTICAL RESOLUTION: 1200 x 2400 dpi			
	MAXIMUM SCAN AREA: 216 x 297 mm			
	SCAN SPEED			
	* MONOCHROME 200dpi: FLATBED: UP TO 12 SEC/ADF: UP TO 6.0			
	* COLOUR 200dpi: FLATBED: UP TO 27 SEC/ADF: UP TO 5.0 ipm			
	TYPE OF FAX: WALK-UP B/W AND COLOUR FAX CAPABILITY			
	FAX RESOLUTION: UP TO 200 x 200 dpi			
	ADF FUNCTION			
			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

2024-08-242119



