



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

****Mandatory to fill in****

COMPANY NAME:	Quotation No. 21-135-03
ADDRESS:	Purchase Request No. F-2021-03-0108
CONTACT No.	Purpose: for Medical and Dental use
TIN No.	ABC: Php 8,000.00
PhilGEPS Registration No.	Delivery Period: 7 calendar days upon receipt of Purchase Order
EMAIL ADDRESS:	

INSTRUCTIONS TO SUPPLIERS:

1. Please quote your lowest price on the item/s listed below comprising the necessary taxes.
2. It is mandatory to indicate the brand and/or model of the items being offered and to attach a brochure thereof whenever applicable
3. Indicate the warranty period in cases of equipment or whenever applicable.
4. Forthwith submit the accomplished quotation duly signed by your representative.
5. Suppliers are required and mandated to attach and submit the following documentary requirements:
a) *Valid Mayor's/ Business Permit;* b) *BIR Certificate of Registration;* c) *Authority to Print Receipt;* d) *DTI/SEC Registration;* e) *PhilGEPS Membership Certificate;* and f) *PCAB License in cases of Infrastructure projects.*
6. All items must conform with the internationally accepted standard and sub-standard items shall not be accepted.

ITEM NO.	ITEM & SPECIFICATION	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	3-in-1 Colored Printer	1/unit			
	Specifications:				
	*Printer Type:				
	Print, Scan, Copy				
	*Print Speed:				
	Photo Default - 10 x 15 cm / 4 x 6":				
	Approx. 69 sec per photo (Border) / 90 sec per photo (Borderless) *1				
	Draft, A4 (Black / Colour):				
	At least 33 ppm / 15 ppm *1				
	ISO 24734, A4 Simplex (Black / Colour):				
	Up to 10 ipm / 5.0 ipm *1				
	First Page Out Time from Ready Mode (Black / Colour):				
	Approx. 10 sec / 16 sec *1				
	*Copy Speed:				
	Copy Quality:				
	Colour / Black-and-White; Draft / Standard				
	Maximum Copies from Standalone:				
	2 copies				
	Maximum Copy Size:				
	A4, Letter				
	ISO 29183, A4, Simplex (Black / Colour):				
	At least 7.0 ipm / 1.7 ipm				
	Max Copy Resolution:				
	300 x 300 dpi				
	*Scan Function				
	Scan Type:				
	Flatbed colour image scanner				
	Sensor Type:				
	CIS				
	Optical Resolution:				
	600 x 1200 dpi				
	Maximum Scan Area:				
	216 x 297 mm (8.5 x 11.7")				
	<i>Please attach brochure or sample picture of the said item/s</i>				

Accomplished by:

By the authority of the University President

Supplier's Representative
(Print name and Signature)

DR. DOLLY P. MAROMA
BAC Chairman

Date Accomplished : _____

Canvassed by:

Name and Signature