



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

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

COMPANY NAME:	Quotation No. 22-07-450
CONTACT No.	Purchase Request No. G-2022-07-0621
Address:	Purpose: For office use
TIN No.	ABC: 31,000.00
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; and d) PhilGEPS Membership Certificate
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	CIS COLORED PRINTER Unit Specification: TECHNOLOGY Nozzle Configuration: 180 Nozzles Black, 59 Nozzles per Color Ink Technology: Dye Ink Printing Resolution: 5,760 x 1,440 DPI All-in-One Functions: Print, Scan, Copy PRINT Printing Speed ISO/IEC 24734: 10 pages/ min Monochrome, 5 pages/ min Colour Printing Speed: 15 pages/ min Colour (plain paper), 69 Seconds per 10 x 15 cm photo (Premium Glossy Photo Paper), 33 pages/ min Monochrome (plain paper) SCAN Single-sided scan speed: (A4 black) 11 sec. with flatbed scan; 200 DPI Single-sided scan speed: (A4 colour) 32 sec. with flatbed scan; 200 DPI Scanning Resolution: 600 DPI x 1,200 DPI (Horizontal x Vertical) Output formats: BMP, JPEG, TIFF, PDF Scanner type: Contact image sensor (CIS)	2 units			
	PAPER/MEDIA HANDLING Number of paper tray/s: 1 Paper Formats: 16:9, DL (Envelope), No. 10 (Envelope), Letter, 10 x 15 cm, 13 x 18 cm, User defined, Legal, A4, A5, A6, B5, C6 (Envelope) Duplex: Manual Output Tray Capacity: 30 Sheets Multifunction: 100 Sheets Standard, 100 Sheets Maximum, 20 Photo Sheets Media Handling: Borderless print				
	<i>page 1 of 2</i>				
	NOTE: Please attach brochure and indicate days of delivery				

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



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	GENERAL Supply Voltage: AC 220 V - 240 V Consumables: Black yield8,100 pages Colour yield6,500 pages Compatible Operating Systems Mac OS 10.10.x, Mac OS 10.7.x, Mac OS 10.8.x, Mac OS 10.9.x, Mac OS X 10.6.8 or later, Windows 10, Windows 7, Windows 7 x64, Windows 8, Windows 8 (32/64 bit), Windows 8.1, Windows 8.1 x64 Edition, Windows Vista, Windows Vista x64, Windows XP, Windows XP x64, XP Professional x64 Edition				
2	MONOLASER PRINTER Unit Specification: •Double Sided Printing: Automatic Double-Sided Printing •Printer Resolution: Up to 2,400 x 600 dpi Print •First Page: As Fast as 8.5 Seconds First page •Product Group Output: A4 •Speed Monochrome: Up to 30ppm Mono Print •Speed Monochrome (Duplex): Up to 15ppm Mono Print •Interface Type(s): USB •Memory (Maximum):32 MB RAM •Windows Operating: Systems SupportedWindows 10, Windows 8.1, Windows 8, Windows 7, Windows Server 2008, Windows Server 2012, Windows Server 2016, Windows Server 2019 •Paper Handling Input 1: 250 Sheet Input Tray •Media Sizes Supported: A4, Letter, A5, A5 (Long Edge), A6, Executive, Manual Feed Slot - Width 76.2 to 215.9 mm, Length 127 to 355.6 mm (A4 only supported in automatic duplex print mode) •Media Sizes Supported: (Standard Tray) A4, Letter, A5, A5 (Long Edge), A6, Executive •Recommended •Max Print Volume: Up to 2,000 Pages/Month •Technology •Laser Printer: Black 700 Pages Standard warranty: 1 year repair or replace	1 unit			
	<i>page 2 of 2</i>				
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 BAC Chairman

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