



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

Mandatory to fill in	
COMPANY NAME:	Quotation No. 22-08-561
CONTACT No.	Purchase Request No. G-2022-08-0789
Address:	Purpose: For office use
TIN No.	ABC: 30,000.00
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	<div>3-in-1 Continuous Printer with ADF (Wi-Fi Direct Compatibility)<input type="checkbox"/></div> <div>Specification:<input type="checkbox"/></div> <div>Printer Type: Print, Scan, Copy with ADF<input type="checkbox"/></div> <div>Printing<input type="checkbox"/></div> <div>Nozzle Configuration: Black, Colour (Cyan, Magenta, Yellow)</div> <div>Maximum Resolution: 5760 x 1440 dpi<input type="checkbox"/></div> <div>Copy<input type="checkbox"/></div> <div>Maximum Copy Size: Legal<input type="checkbox"/></div> <div>Copy Resolution: 600 x 600 dpi<input type="checkbox"/></div> <div>ADF<input type="checkbox"/></div> <div>Paper Capacity: Min. 20 pages (A4), Min. 10 pages (Legal)</div> <div>Scan Function<input type="checkbox"/></div> <div>Scanner Type: Flatbed colour image scanner<input type="checkbox"/></div> <div>Sensor Type: CIS<input type="checkbox"/></div> <div>Optical Resolution: 1200 x 2400 dpi<input type="checkbox"/></div> <div>Scan Speed<input type="checkbox"/></div> <div>Flatbed / ADF (Simplex): Black, Colour<input type="checkbox"/></div> <div>Paper Handling<input type="checkbox"/></div> <div>Number of Paper Trays: 1<input type="checkbox"/></div> <div>Maximum Paper Size: 215.9 x 1200 mm <input type="checkbox"/></div> <div>Paper Size: Legal, 8.5 x 13 ", Letter, A4, B5, A5, A6, B6, 5 x 7 ", 4 x 6 ", Envelopes #10, DL, C6<input type="checkbox"/></div> <div>Interface <input type="checkbox"/></div> <div>USB: USB 2.0<input type="checkbox"/></div> <div>Network: Ethernet, Wi-Fi IEEE 802.11b/g/n, Wi-Fi Direct</div> <div>Network Protocol: TCP/IPv4, TCP/IPv6, LPD, IPP, PORT9100, WSD<input type="checkbox"/></div> <div>Network Management Protocols: SNMP, HTTP, DHCP, BOOTP, APIPA, PING, DDNS, mDNS, SLP, WSD, LLTD</div> <div>Operating System Compatibility: Windows XP / Vista / 7 / 8 / 8.1 / 10 / 11, Windows Server 2003 / 2008 / 2012 / 2016, Mac OS X 10.6.8 or later<input type="checkbox"/></div> <div>WARRANTY: Minimum of 1 year for parts and service<input type="checkbox"/></div>	2 units			
	NOTE: Please attach brochure and indicate days of delivery				

Accomplished by:	By the authority of the University President.
	DR. DOLLY P. MAROMA
	BAC Chairman
Supplier's Representative (Print name and Signature)	Canvassed by:
Date Accomplished : _____	
	Name and Signature
BuISU-OP-PU-03F3	
Revision: 1	