



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

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

COMPANY NAME:	Quotation No. 23-01-005
CONTACT No.	Purchase Request No. F-2023-01-0005
Address:	Purpose: For office use
TIN No.	ABC: 200,000.00
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) PhilGEPS Membership Certificate and e) Omnibus Sworn Statement
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	20 units			
	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) 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 GENERAL Supply Voltage: AC 220 V - 240 V Consumables: Black yield 8,100 pages Colour yield: 6,500 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				
	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