



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

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

COMPANY NAME:	Quotation No. 23-05-259
CONTACT No.	Purchase Request No. F-2023-05-0152
Address:	Purpose: For University use
TIN No.	ABC: 120,000.00
PhilGEPS Registration No.	Please indicate days of delivery: _____ Calendar Days
EMAIL ADDRESS:	upon receipt of Purchase Order

INSTRUCTIONS TO SUPPLIERS:

- Please **quote your lowest price** on the item/s listed below **comprising the necessary taxes**.
- It is mandatory to **indicate the brand and/or model** of the items being offered and to **attach a brochure** thereof whenever applicable
- Indicate the **warranty period** in cases of equipment or whenever applicable.
- Forthwith submit the accomplished quotation **duly signed by your representative**.
- 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
- 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 Continuous Printer Specification: •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) Draft, A4 (Black / Colour): At least 33 ppm / 15 ppm ISO 24734, A4 Simplex (Black / Colour): Up to 10 ipm / 5.0 ipm First Page Out Time from Ready Mode (Black / Colour): Approx. 10 sec / 16 sec •Copy Speed Copy Quality: Colour / Black-and-White; Draft / Standard Maximum Copies from Standalone: 20 copies Maximum Copy Size: A4, Letter ISO 29183, A4, Simplex (Black / Colour): At least 7.0 ipm / 1.7 ipm Max Copy Resolution: 600 x 600 dpi •Scan Function Scanner 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") Scanner Bit Depth (Colour): 48-bit input, 24-bit output Scanner Bit Depth (Grayscale): 16-bit input, 8-bit output Scanner Bit Depth (Black & White): 16-bit input, 1-bit output •Scan Speed: Flatbed (Black / Colour): 200 dpi: 11 sec / 200 dpi: 32 sec	12 units			
	•Paper Handling Number of Paper Trays: 1 Standard Paper Input Capacity: At least 100 sheets-A4 / Letter Plain paper (80 g/m2) At least 20 sheets-Premium Glossy Photo Paper 10 sheets-Envelope, 30 sheets-Postcard Output Capacity: At least 30 sheets, A4 plain paper, 20 sheets, Premium Glossy Photo Paper Maximum Paper Size: 215.9 x 1200 mm (8.5 x 47.24") Paper Feed Method: Friction feed Paper Size: Legal, Indian-Legal (215 x 345 mm), 8.5 x 13", Letter, A4, 16K, (195 x 270 mm), B5, A5, B6, A6, Hagaki (100 x 148 mm), 5 x 7", 4 x 6", Envelopes: #10, DL, C6 Print Margin: 0 mm top, left, right, bottom via custom settings in printer driver				
	•Printing Printing Technology: On-demand inkjet (Piezoelectric) Nozzle Configuration: 180 x 1 nozzles Black, 59 x 1 nozzles per colour (Cyan, Magenta, Yellow) Print Direction: Bi-directional printing Maximum Print Resolution: 5760 x 1440 dpi (with Variable-Sized Droplet Technology)5760 x 1440 dpi (with Variable-Sized Droplet Technology) Minimum Ink Droplet Size: 3 pl Automatic 2-sided Printing: No •Operating System Compatibility Windows XP / Vista / 7 / 8 / 8.1 / 10 / 11 Windows Server 2003 / 2008 / 2012 / 2016 Only printing and scanning functions are supported for Windows Server OS Mac OS X 10.6.8 or later •WARRANTY Period: Minimum of 1 Year Warranty for parts and services on-site				
	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