Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
**REGIONAL OFFICE II**
Dalan na Pavvurulun, RGC, Carig Sur, Tuguegarao City, Cagayan

**BAGONG PILIPINAS**

| | | | |
|---|---|---|---|
| Procuring Entity | : DPWH – Regional Office II | RFQ No. | : **2024-11-116** |
| Standard Form/Title | : **REQUEST FOR QUOTATION** | Date | : November 25, 2024 |
| Revised on | : | Office/End User Unit | : Office of the Regional Director |
| COMPANY NAME | : | | |
| ADDRESS | : | | |
| CONTACT NUMBER | : | | |
| T.I.N. | : | | |

Please quote your lowest price on all the items listed, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative **not later than 10:00 A.M. on** Nov. 29, 2024 , in a sealed envelope to the Procurement Staff, DPWH Regional Office II, Tuguegarao City, Cagayan and will be opened on the same day at 10:00 AM.

**TERMS and CONDITIONS:**
1. All entries must be type written or legibly written.
2. Delivery period within 30 calendar days upon receipt of the approved funded Purchase Order. Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of three (3) months for supplies and materials; One (1) year for Equipment from date of acceptance by the end user.
4. Price Validity shall be for a period of **30 calendar days**
5. Documentary Requirements shall be attached upon submission of the quotation.
6. All items shall be procured as "One Lot"
7. Liquidated Damages pursuant to Sec. 68 of the Revised IRR-RA9184 shall be imposed for non-delivery without valid reason.
8. Performance Bond: Yes____; No ✓
9. Incomplete quotation shall be declared non-responsive.
10. You may submit your Quotation and Requirements through casem.hilario@dpwh.gov.ph/procurement.dpwhro2@gmail.com

**BERNARD T. CALABAZARON**
Chief, QAH Division
BAC Chairperson

**Approved Budget Ceiling:**   **₱300,000.00**
Mode of Procurement:   Small Value Procurement

| Documentary Requirements | | | |
|---|---|---|---|
| Mayor's Permit : | / | PhilGEPS Reg. No. or Reg. Certificate : | / |
| DTI/SEC : | / | Income/ Business Tax Return : | / |
| Tax Clearance Certificate : | / | Omnibus Sworn Statement : | / |

| Item No. | Item Description | Brand & Model | Quantity | Unit | Unit Cost | Total Cost |
|---|---|---|---|---|---|---|
| 1 | Photocopier with ARDF (*see attached specifications*) | | | | | |
| | x-x-x-x-x | | | | | |
| | For use in the Office of the Regional Director | | | | | |
| | | | | | **TOTAL** | |

Delivery Period   : _____          Price Validity   : _____
Warranty   : _____

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above. If the space for Delivery Period, Warranty, and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH Regional Office II.

Name & Signature of Supplier: _____

Date: _____

Contact Number: _____

**Colored A3 Copier, Printer, Scanner with Smart Operation Panel 10.1 inches
And Automatic Reverse Document Feeder**

| | |
|---|---|
| Operational Panel: | 10.1" Smart Operational Panel |
| Continuous output speed: | 20 ppm |
| Memory: Standard: | 6 GB(2 GB Mainframe+ 4 GB Smart Operational Panel) |
| HDD: | 256 GB SSD |
| ARDF Capacity: | 100 sheets |
| Power source: | 220-240V 50/60 Hz |
| Recommended paper size: | Envelopes, B6 to SRA3 |
| Scanning Speed: | 80 ppm – via ARDF(200/300 dpi) |
| Print from USB/Flash Drive: | Supported |
| Scan to USB/Flash Drive: | Supported |

## Copier:

| | |
|---|---|
| Multiple copying: | Up to 999 copies |
| Resolution: | 100, 200, 300, 400, 600 dpi |
| Zoom: | From 25 % to 400% in 1% step |

## Printer:

| | |
|---|---|
| CPU: | ApolloLake E3930 1.3 Ghz |
| Print resolution: | 1,200 x 1,200 dpi, |
| | Maximum : 4,800 x 1,200 dpi equivalent |
| Printer language (Standard): | PCL5c, PCL6, Postscript 3 (emulation), PDF direct (emulation) |
| Network Interface (Standard): | Ethernet 10 base-T/100 base-TX/1000 base-T, USB Host I/F Type A, USB Device I/F Type B |
| Windows® environments: | Windows® 8.1, Windows®10, Windows®11, Windows® Server 2012 , Windows® Server 2012 R2, Windows® Server 2016, Windows® Server 2019, Windows® Server 2022 |
| Mac OS environments: | Macintosh OS X10.15 or Later |
| UNIX environments: | UNIX Sun® Solaris, HP-UX, SCO OpenServer, RedHat® Linux Enterprise, IBM® AIX |
| SAP® environments: | SAP® R/3® SAP® S/4® |
| Other supported environment: | IBM Series |
| Print from USB/Flash Drive: | Supported |

## Scanner:

| | |
|---|---|
| Scanning Speed: | 80 ppm – via ARDF(200/300dpi) |
| Resolution: | 100, 200, 300, 400, 600, 1200 dpi(maximum) |
| | Note: 1200 dpi scanning is  supported only  with A5 or smaller paper size |
| File formats: | Single Page TIFF, Single page JPEG, Single Page High compression PDF, Single page PDF-A, Multi page TIFF, Multi page PDF, Multi page High compression PDF, Multi Page PDF-A |
| Scan modes: | Email, Folder, USB |
| Scan to USB/Flash Drive: | Supported |

| | |
|---|---|
| **After sales service:** | **Lifetime free monthly service.** |
| **Machine Guarantee:** | 1 year or 60,000 copies whichever comes first. |

With free:

| | |
|---|---|
| 1 crg toner for IMC2010, Black | 1 crg toner for IMC2010, Magenta |
| 1 crg toner for IMC2010, Cyan | 1 crg toner for IMC2010, Yellow |
| 1 pc Cabinet | 1 pc LAN cable |