



Republic of the Philippines  
**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
**Region III**  
**OFFICE OF THE REGIONAL DIRECTOR**  
Sindalan, City of San Fernando, Pampanga



February 21, 2025

**NOTICE OF PROCUREMENT  
THRU ALTERNATIVE METHODS**

Please be informed that the Department of Public Works and Highways, Regional Office No. III, Sindalan, City of San Fernando, Pampanga through the Bids and Awards Committee (BAC) shall be undertaking thru ***Small Value Procurement*** the hereunder project, pursuant to Section 53.9 of the Revised IRR of RA 9184, to wit:

| Purchase Request No.                | Description   | Amount         |
|-------------------------------------|---|----------------|
| 2025-01-0019 dated January 30, 2025 | Procurement of ICT Equipment (Document Scanner A3) for DPWH Bulacan 3rd District Engineering Office, San Rafael, Bulacan. | PHP 975,000.00 |

**ARTHUR Q. SANTOS**  
Chief, Planning and Design Division  
(BAC-Chairman)



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Name of Procuring Entity: DPWH Regional Office No. III Request for Quotation (P.R. No.): 2025-01-0019  
Revised on: N/A Date: January 30, 2025 ABC: PHP 975,000.00  
Standard Form/Title: REQUEST FOR QUOTATION Office/End-User: Bulacan 3rd District Engineering Office

Mode of Procurement : Small Value Procurement

COMPANY NAME : PHILGEPS No.:  
ADDRESS : TCC No.:  
TEL./FAX NUMBER : TIN:

Please submit your quotation for the item (s) listed below, which may be submitted in person at Bidding Room, Procurement Unit, 2nd Floor, DPWH Regional Office No. III Bldg., Sindalan, City of San Fernando, Pampanga, or thru registered mail, not later than 10:00 A.M. of **February 25, 2025** Quotation may be submitted open or sealed and should be duly signed by the firm's owner or authorized representative to the terms and condition, hereof.

**TERMS AND CONDITIONS:**

- All entries must be typewritten or legibly written.
- Delivery period within Thirty (30) CD upon receipt of the approved funded Purchase Order (P.O.)  
Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non delivery without valid reason.
- Warranty shall be for a minimum of three (3) months for Inventory/Common Office Supplies and one (1) year for Office Equipment from the date of acceptance by the end-user.
- Price validity must be stated by the Bidder. Price validity must not be less than sixty (60) Calendar Days
- PhilGEPS Registration Certificate and/or PhilGEPS Registration Number, Mayor's/Business Permit, Latest Tax Clearance, Income/Business Tax Return and Duly Notarized Omnibus Sworn Statement shall be attached upon submission of the quotation.
- Bidders must quote for all the items. Any erasure, correction or alternation made by the bidders in any of the items shall render the bid non-complying, hence, a ground for disqualification.
- Please indicate the brand for each items being offered.
- To present a sample for inspection as indicated in the items to be bid for.
- The DPWH reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder.

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| Item No. | ITEMS and DESCRIPTION   | QTY.     | UNIT        | UNIT PRICE | TOTAL PRICE |
|----------|---|----------|-------------|------------|-------------|
|          | <b>Procurement of ICT Equipment (Document Scanner A3) for DPWH Bulacan 3rd District Engineering Office, San Rafael, Bulacan</b> |          |             |            |             |
| <b>1</b> | <b>DOCUMENT SCANNER (A3)</b>  | <b>3</b> | <b>unit</b> |            |             |
|          | <b>Specifications:</b>  |          |             |            |             |
|          | <b>GENERAL</b>  |          |             |            |             |
|          | <b>Scan Technology:</b> Sheetfed Scanner  |          |             |            |             |
|          | <b>Sensors:</b> Contact Image Sensor (CIS), Multi-feed detection  |          |             |            |             |
|          | <b>Scan Speed:</b> 60 ppm   |          |             |            |             |
|          | <b>Color Depth:</b> 24-bit  |          |             |            |             |
|          | <b>Scan Resolution:</b> 600 dpi   |          |             |            |             |
|          | <b>Document Processing Function:</b> Optical Character Recognition (OCR)  |          |             |            |             |
|          | <b>Duty Cycle (Daily):</b> 10,000 pages   |          |             |            |             |
|          | <b>File Format:</b> PDF, searchable PDF, JPG, BMP, TIFF   |          |             |            |             |
|          | <b>File Destination:</b> USB, Network Folder, Scan to Management Software   |          |             |            |             |
|          | <b>Duplex Scanning:</b> Automatic two-sided scanning  |          |             |            |             |
|          | <b>Network Interface:</b> N/A   |          |             |            |             |
|          | <b>IO Ports:</b> USB 2.0; Ethernet (RJ-45)  |          |             |            |             |
|          | <b>PAPER HANDLING</b>   |          |             |            |             |
|          | <b>Maximum Media Size:</b> A3 (11.7 in x 17 in)   |          |             |            |             |
|          | <b>ADF Capacity:</b> 80 sheets  |          |             |            |             |
|          | <b>Media Type:</b> Paper (bond, light, heavy, plain, recycled, rough), envelopes, labels, cardstock, photo, brochures           |          |             |            |             |
|          | <b>SOFTWARE</b>   |          |             |            |             |
|          | <b>Compatible OS:</b> Windows 11, 10  |          |             |            |             |
|          | <b>Management Software:</b> Pre-installed scanning applications software  |          |             |            |             |
|          | <b>Drivers:</b> Original CD/DVD copy or any electronic storage media.   |          |             |            |             |

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

Brand and Model: \_\_\_\_\_  
Delivery Period: \_\_\_\_\_

Warranty: \_\_\_\_\_  
Price Validity: \_\_\_\_\_

Printed Name / Signature / Date

Tel. No./Cellphone No./E-mail address

Tel Nos. 045-455-0566





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