



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BUKIDNON 1ST
DISTRICT ENGINEERING OFFICE
REGIONAL OFFICE X
Malaybalay City, Bukidnon

Name of Procuring Entity:

Request for Quotation (RFQ) No.

Revised on:

Purchase Request (PR) No. **PR2024-11-0462**

Standard Form/ Title: **REQUEST FOR QUOTATION**

Date: **NOV 29 2024**

COMPANY NAME:

Office/End-user:

ADDRESS:

TEL. NO./FAX NO:

TIN:

(SMALL VALUE PROCUREMENT ABOVE 50K)

Please quote your lowest price on the item/s listed below inclusive of VAT, subject to the Terms & Conditions stated below & submit ~~YOURSELF~~ **OPEN** quotation duly signed by your representative not later than **10:00 am** of **DEC 04 2024** at the Conference Room of Bukidnon 1st DEO, DPWH, Malaybala City. Please observe proper sealing and marking of bids. All Envelopes must contain the RFQ number and name to be bid, name and address of the bidder and address to the BAC Chairman & bear a warning "DO NOT OPEN BEFORE...date and time for the opening. No bids shall be submitted through email. Sealed quotation must meet the following requirements.

TERMS and CONDITIONS:

- All entries must be typewritten or legibly written
- Delivery period** is within 30 days 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 reasons.
- Warranty** must be submitted after acceptance by the procuring entity of the delivered supplies in the following conditions and terms of warranty:

SARAH JANE B. LIGRAMA
OIC-Assistant District Engineer
BAC Chairman

-3 MONTHS
-1 YEAR
-3 YEARS

Expandable Supplies (consumed in used within 1 year like fuel, spareparts and etc.)

Non-Expandable Supplies (serviceable in more than one (1) year like furniture, fixtures and etc.)

IT Equipments (computers, printers and etc.)

- Price validity** shall be for a period of sixty (60) calendar days.

- PhilIGPS Registration, Mayor's Permit & DTI shall be attached upon submission of quotation. Omnibos sworn Statement shall be attached upon submission of quotation.

- Bidders shall submit original brochures showing certifications of the product, if applicable

- Please indicate the "**BRAND NAME/MODEL**" for each items being offered

- The approved budget ceiling (**ABC**) for this procurement is

P650,000.00

- The awarding for this RFQ will be on a lump-sum basis. Prospective Suppliers must quote for all of the items, otherwise they will be subjected for disqualification.

- For **FUEL**, Unit price may change subject for fluctuation of current pump price upon withdrawal of fuel.

- Supplier must have an official store/registered establishment - Geotagged Photos of Actual Store of Supplier (Outside and Inside) must submitted along with their quotation.

ITEM NO.	ITEM AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Photocopier (Color A3)	1	unit		

Technical Specifications:

COPYING:

Copy Speed (Black and Color)

ISO 29183, A4, Simplex (Flatbed): Approx. 50 ipm

ISO 24735, A4 Simplex (ADF 1:1): Approx. 50 ipm

ISO 24735, A4 Duplex (ADF 1:2/2:2): Approx. 50 ipm

Maximum Copies from Standalone: 9,999 copies

Max Copy Resolution: 600 x 1,200 dpi

Reduction/Enlargement: 25 - 400%, Auto Fit Function

Copy Paper Size (Flatbed): A3, B4, Legal, Indian-Legal, 8.5 x 13 in, Letter, A4, B5, A5, B6, A6,

16k, 8k, 13 x 18cm, HV 16:9 Wide, 10 x 15cm, Envelopes: #10, DL C4, C6,A3

Maximum Copy Size: A3

1 of 6

TOTAL

Purpose: Supply, Delivery & Installation of 1 unit PHOTOCOPIER (Color A3) For use in the Planning & Design Section, DPWH-Malaybalay City.

Brand and Model:

Warranty:

Delivery Period:

Price Validity:

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

Printed Name & Signature, Date

Contact Number/E-mail Address



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ITEM NO.	ITEM AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
SCANNING:					
Scanner Type:	Flatbed colour image scanner				
Sensor Type:	Colour CIS x 2				
Optical Resolution:	600 x 600 dpi				
Maximum Scan Area:	297 x 431.8 mm (11.7 x 17")				
SCANNER BIT DEPTH					
Colour:	30-bit input, 24-bit output				
Grayscale:	10-bit, input 8-bit output				
Black & White:	10-bit, input, 1-bit output				
Scan Features:	Scan to Network Folder/FTP, Scan to memory Device, Scan to Computer (Document Capture Pro / Document Capture Pro Server), Scan to Computer (WSD)				
Scan to Cloud					
	2 of 6				
TOTAL					

Purpose: Supply, Delivery & Installation of 1 unit PHOTOCOPIER (Color A3) For use in the Planning & Design Section, DPWH-Malaybala City.

Brand and Model:

Warranty:

Delivery Period:

Price Validity:

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Name of Procuring Entity:

Request for Quotation (RFQ) No.

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P650,000.00

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ITEM NO.	ITEM AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
Scan Speed (Monochrome Colour)					
200 dpi Flatbed:	A4, Landscape: A3: 4.0 sec				
ADF (Simplex / Duplex)	A4: 60 ppm / 120 ipm				
(ISO17991, Scan to Folder)	A3: 30 ppm / -				
ADF FUNCTION					
Support Paper Thickness:	52 - 128 g/m2				
Paper Capacity:	150 pages (80 g/m2)				
Automatic 2-sided Scan / Copy Fax:	Yes (1-pass)				
PAPER HANDLING:					
Paper feed Method:	Friction Feed				
Number of Paper Trays (Standard):	3 (Paper Cassettes:2, MP Tray:1)				
	3 of 6				
TOTAL					

Purpose: Supply, Delivery & Installation of 1 unit PHOTOCOPIER (Color A3) For use in the Planning & Design Section, DPWH-Malaybala City.

Brand and Model:

Warranty:

Delivery Period:

Price Validity:

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ITEM NO.	ITEM AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
Paper Hold Capacity					
Input Capacity:	Up to 1,150 sheets (80 g/m2) (Paper Cassettes 1- 2: 500 x 2 MP Tray: 150 sheets				
Maximum Input Capacity:	Up to 5,150 sheets (80 g/m2) (Paper Cassettes 1 - 4: 500 x 4 + MP Tray: 150 sheets				
+ High Capacity Feeder Unit: 3,000 sheets)					
Output Capacity:	Up to 500 sheets (80 g/m2)				
Paper Size:					
Plain Paper:	A6, A5, A4, A3, B6, B5, B4, Half letter, Executive, 16k, Indian legal, letter, 8.5 x 13in,				
Legal, 8k, US B 11 x 17in, 12 x 18in					
Envelope:	#10, DL, C6, C5, C4				
Maximum Paper Size:	297 x 1,200mm				
Support Paper Weight:	52 - 300 g/m2				
INTERFACE					
USB:	USB 3.0				
Network:	Ethernet				
	4 of 6				
TOTAL					

Purpose: Supply, Delivery & Installation of 1 unit PHOTOCOPIER (Color A3) For use in the Planning & Design Section, DPWH-Malaybalay City.

Brand and Model: _____ **Warranty:** _____

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Expandable Supplies (consumed in used within 1 year like fuel, spareparts and etc.)

-3 MONTHS

IT Equipments (computers, printers and etc.)

-1 YEAR

-3 YEARS

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ITEM NO.	ITEM AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
Network Protocol:	TCP/IPv4, TCP/IPv6				
Network Copier Protocol:	LPD, IPP, PORT9100, WSD				
Network Management protocols:	SNMP, HTTP, DCHP, BOOTP, APIPA, PING, DDNS, SNTIP SLP, WSD, LLTD				
Security Features:	Access Control Function, LDAP, Address Book, IP Address Filtering, Panel Admin mode, Confidential Job				
USB HOST FUNCTION					
Type of Devices:	Memory Devices				
Function:	USB Host (Scan to memory Device/Storage Function)				
Direct copy paper size:	A3, A4, A5, A6, Legal, Indian-Legal, Letter B4, B5, B6, 8K,				
16k, 8x13in, Envelopes: #10, C4, C6, DL					
Software:					
Supported Operating System					
Windows:	Windows 7 / 8/ 8.1 /10/ 11, Windows server 2008, /2012/2016/2019/2022				
MAC:	MAC OS X 10.9.5 or later, macos 11.x or later				
Chrome OS:	Chrome OS ver 89 or later (Copying and Scanning only)				
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ITEM NO.	ITEM AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
TERMS:30 DAYS					
Delivery Period:30 Days					

Terms of Reference:

- With Certification as Authorized Service Provider issued by the Manufacturer
- With at least **10 years experience as supplier and service provider of the product and with office/official business store**

AFTER SALES SERVICE:					
Ø Free delivery, installation and operator's training.					
Ø Shall provide Regular Preventive Maintenance Service to ensure good machine condition.					
Ø Will provide back-up unit in case the equipment requires repair for prolong period of time FREE OF CHARGE.					
Ø Service call free of charge					
Ø LIFETIME FREE SERVICE WARRANTY (with On-Site Repair)					
Ø Scheduled monitoring of GPI Customer Service Engineers [CSE] to personally monitor clients' satisfaction and concerns on the Photocopier products and services acquired in our firm.					
Ø With at least 10 years experience as supplier and service provider of the product and with office/official business store					
6 of 6	TOTAL				

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