



Republic of the Philippines
QUEZON CITY GOVERNMENT
BIDS AND AWARDS COMMITTEE
2nd Floor, Procurement Department,
Finance Building, Quezon City Hall Compound



REQUEST FOR QUOTATION
Shopping 52.1b

Date: July 19, 2021
PR No: TF-21-06-00309

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF PRINTER**
Approved Budget for the Contract : **Php 561,566.25**
End-User / Implementing Office : **PROCUREMENT DEPARTMENT**

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **July 23, 2021, 10:00 a.m.** Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI / SEC);
- 3 Mayor's/Business Permit (2021);
- 4 Tax Clearance;
- 5 Income/Business Tax Return (for FY 2020) (For ABC P500,000.00 above);
- 6 Omnibus Sworn Statement prescribed by the Government Procurement Policy Board (GPPB).
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** shall:

- 1 Contain the Project Name and PR Number of the contract to be bid in capital letters;
- 2 Bear the name and address of the Bidder in capital letters;
- 3 Be addressed to the Procuring Entity's BAC.

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For any clarification you may contact us at 89884242 loc. 8505/8709.

(Sgd.) ATTY. DOMINIC B. GARCIA
Officer-In-Charge/Head, BAC Secretariat

TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	<p>PRINTER Function: Print Speed specifications: Print time line drawing (economode, A1 plain paper) 45 sec/page Print speed line drawing (economode, A1 plain paper) 60 A1 prints per hour Memory specifications: Memory 256 MB Internal Storage: None Technical specifications: Print quality (best) Color: Up to 1200 x 1200 optimized dpi Black: Up to 1200 x 1200 optimized dpi from 600 x 600 input dpi and Optimization for Photo Paper selected Number of print cartridges 4 (cyan, magenta, yellow, black) Ink types: Dye-based (C, M, Y) pigment-based (K) Non-printable area (cut-sheet): 5 x 5 x 5 x 5 mm Guaranteed minimum line width: 0.07 mm (ISO/IEC 13660:2001(E)) Line accuracy: ±0.1% Maximum optical density (black): 8 L* min/2.10 D Paper handling: Finished output handling Sheet feed, roll feed, input tray, automatic cutter Media types: Bond and coated paper (bond, coated, heavyweight coated, recycled, plain, bright white), technical paper (natural tracing, vellum), film (clear, matte), photographic paper (satin, gloss, semigloss, premium, polypropylene), self-adhesive (adhesive, polypropylene) Media weights, recommended: 60 to 280 g/m² (roll/manual feed) 60 to 220 g/m² (input tray) Media sizes standard (metric rolls): 210 to 610-mm wide sheets 279 to 610-mm rolls Media sizes, custom Input tray: 210 x 279 to 330 x 482 mm manual feed: 330 x 482 to 610 x 1897 mm roll: 279 to 610 mm Roll external diameter 100 mm Media thickness</p>	unit	4		

2	<p>PRINT Printing Speed ISO/IEC 24734 10 pages/min Monochrome, 5 pages/min Colour Printing Speed 33 pages/min Monochrome (plain paper 75 g/m), 15 pages/min Colour (plain paper 75 g/m), 69 Seconds per 10 x 15 cm photo (Epson Premium Glossy Photo Paper) SCAN Single-sided scan speed (A4 black) 200 DPI; , 11 sec. with flatbed scan Single-sided scan speed (A4 colour) 200 DPI; , 28 sec. with flatbed scan Scanning Resolution 1,200 DPI x 2,400 DPI (Horizontal x Vertical) Output formats BMP, JPEG, TIFF, PDF Scanner type Contact image sensor (CIS) PAPER/MEDIA HANDLING Number of paper trays - 1 Paper Formats A4, A6, A5, B5, 10 x 15 cm, 13 x 18 cm, 16:9, DL (Envelope), No. 10 (Envelope), C6 (Envelope), Letter, User defined, Legal Duplex Manual Output Tray Capacity 30 Sheets multifunction 100 Sheets Standard, 20 Photo Sheets Media Handling Borderless print Supply Voltage</p>	unit	3		
3	<p>Printer Type: Print, Scan, Copy, Fax with ADF Minimum Ink Droplet Volume: 3.8 pl Print Direction: Bi-directional printing Nozzle Configuration: 800 x 1 nozzles Black, 256 x 1 nozzles per colour (Cyan, Magenta, Yellow) Maximum Resolution: 4800 x 2400 dpi Automatic 2-sided Printing: Yes (up to A3) Scan Function: Scanner Type: Flatbed colour image scanner Sensor Type: CIS Optical Resolution: 1200 x 2400 dpi Maximum Scan Area: 297 x 431.8 (mm) 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 / ADF (Simplex Duplex)): 200dpi, Black: 5 sec / Up to 26.0 ipm 11.5 ipm 200dpi, Colour: 10 sec / Up to 9.0 ipm 6.0 ipm Copy Function: Reduction / Enlargement:25 - 400%</p>	unit	2		
Total Quoted Amount					

Amount in Words: _____

Delivery Period : Thirty (30) Calendar Days
Warranty : _____

OTHER REQUIREMENT:

1. *Statement of Warranty – Minimum of One (1) year*

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address