



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: **OCTOBER 05, 2021**
PR No: **DPOS-21-OE-454**

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF PRINTERS**
Approved Budget for the Contract : **Php 575,654.00**
End-User / Implementing Office : **BUSINESS PERMITS AND LICENSING 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 **OCTOBER 08, 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 ABCs above P500,000.00);
- 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.

Project Title: **PROCUREMENT OF PRINTERS**
Quezon City Local Government
BIDS AND AWARDS COMMITTEE
2/F Procurement Department, Finance Building
Quezon City Hall Compound

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

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
	ADMINISTRATIVE SUPPORT SERVICES PROGRAM				
1	Printer with Scanner: with Scanner-Officejet 7612m Wide format eAIO, Max copy speed B/W: 33ppm, Max copy speed color: 29ppm, max Copy B/W: 600x1200 dpi, monthly duty cycle (max) 12,000 pages	unit	3		
	SECURITY AND INTELLIGENCE PROGRAM				
2	Printer Micro Piezo print head, 180 nozzles black, 59 nozzles per color, 3 pl, with variable-sized droplet technology, dye ink, 5,760x1,440 dpi, print, scan, copy	Unit	2		
	TRAFFIC OPERATIONS PROGRAM				
3	Printer Dot Matrix – Dot Matrix Printer blazing print up speeds of up to 496cpi and an MTBF (Mean Time Before Failure) of to 15,000 POH (Power on Hours) with 9-pin wide carriage, prints up to 6-part forms and USB2.0, Bi-directional Parallel Supported	Unit	1		
4	Printer Dot Matrix – 9-pin Narrow Carriage Impact Printer, High 357 CPS print speed at 12CPI, 10,000 power on hour MTBF and USB, Serial and Parallel ports	unit	1		

W V P

5	Printer Eco Tank All-in-One - 4-in-1 with wireless print, copy, scan and fax with revolutionary cartridge-free printing and laser-quality text. Includes ink to print up to 11,000 black/8500 pages, 2.2 LCD, wireless printing without a network, auto 2-sided printing; plus a 30-page Auto Document Feeder.	unit	9		
	TRICYCLE REGULATION AND REGISTRATION PROGRAM				
6	Officejet 7110 Wide Format printer, A3 Colored printer, 33ppm, mono 29ppm, Colored Thermal Inkjet Printer 4 ink cart (Cyan, Magenta, Yellow, Black) wired and wireless connectivity technology USB/LAN/Wifi(n) interface airprint compatible, 4800 x1200 dpi print resolution	unit	5		
	COMMUNICATION PROGRAM				
7	Printer Deskjet Ink Advantage Printer all in one printer series print quality black and color,	unit	1		

	Total Quoted Amount				

Amount in Words:_____

_____.

OTHER INSTRUCTIONS/SPECIFICATIONS:	
1. Statement of Warranty: Minimum of One (1) Year.	

Delivery Period : **Thirty (30) Calendar Days**

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address

DPOS-21-OE-454