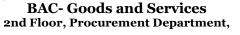


successful.

## **Republic of the Philippines** QUEZON CITY GOVERNMENT





Finance Building, Quezon City Hall Compound

## **REQUEST FOR QUOTATION SHOPPING (52.1B)**

	Date: September 13, 2022 PR No.: OCSBCDBO-22-0E-200	_
	PR No.: QCSBCDPO-22-OE-904	<u>·C</u>
Name of Company	÷	
Address	:	
Contact No.	:	
Project Title	PROCUREMENT OF DIGITAL DUPLICATOR	
Approved budget of the Contract	Php 389,519.00	
End-User / Implementing Office	QUEZON CITY SMALL BUSINESS AND COOPERATIVES DEVELOPMENT AND PROMOTIONS OFFICE	T
Submit your quotati	best offer for the item/s described below, subject to the Terms and Conditions provided on duly signed by you or your duly authorized representative not later than	
September 16, your company:	2022, 10:00 A.M. Philippine Standard Time, together with the following documents of	Ī
1 2	PhilGEPS certificate (not expired on the time of opening of quotations); Business Registration (DTI/SEC)	
3	Mayor's/Business Permit (2022);	
4 5	Tax Clearance; and Omnibus Sworn Statement prescribed by <b>QC BAC – Goods and Services</b>	
6	Income/Business Tax Return (for FY 2021) (For ABCs above P500,000.00)	
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

in a SEALED LONG BROWN ENVELOPE issued by QC BAC- Goods and Services

(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 in black ink only.
- 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 initiated 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
	With the following minimum Technical Specifications				
1	DIGITAL DUPLICATOR	UNIT	1		
	Configuration: Desktop;				
	Print speed: 80-130 sheets per minute				
	Dimensions: Set-up (Platen): W 1,244 x D 681 x H				
	670mm Set up (ARDF): W 1,244 x D 681x H 745mm:				
	weight 69kg;				
	Power source: 220-240V, 50/60Hz;				
	Duty Cycle: 300,000 Prints per month;				
	Original Type: Sheet, Book,				
	Original Size: Exposure glass Cover: 297 x432mm				
	ARDF: 297 x 432mm;				
	Image position: Vertical: +/-10mm, Horizontal: +/-				
	10mm; Reproduction ratio 141%, 122%, 115%,100%				
	,93%, 87%, 82%, 71%; Enhanced features: Combine,				
	shift/ erase/ margin adjustment (Margin				
	Adjustment Erase Border), Colour printing (By				
	replacing colour drum);				
	Image Modes: Letter, photo, letter/ photo: auto				
	separation, pencil, tint				
	Printing area: A4 drum: 210 X 288mm, B4				
	drum:250X 355mm				
	Paper feed table capacity: 1,000 sheets				
	Paper delivery table capacity: 1,000 sheets				
	Paper weight 47.1-209.3 g/m;				
	Power Consumption: TEC (Typical Electricity				
	Consumption) :1.47 kw/ h				
	inclusive: 1 cartridge 1 roll master, and 1 steel				
	cabinet for copy printer.				
	Guarantee Period:1 yr. or 60,000 copies whichever				
	comes first				

		Total Quoted Amount
Amo	ount in Words:	
Other	r requirements:	
•	Statement of Warranty – minimum of One (1) year or 60,	,000 copies whichever comes first
•	Authority to sell from manufacturer / exclusive distributor full guarantee on the availability of parts after sales war	r of the machines being offered which includes
	<u> </u>	
	Delivery Period	: Thirty (30) Calendar Days
	Warranty	:
		Signature over printed name
		Office Telephone No./Fax/Mobile No.
		Date
		E-mail Address