

**REQUEST FOR QUOTATION**

\_\_\_\_\_  
 Company Name  
 \_\_\_\_\_  
 Address

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_.

*Meriden E. Maranan*  
**MERIDEN E. MARANAN**  
 Vice-Chairperson, Bids and Awards Committee

- NOTES: 1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY.  
 2. DELIVERY PERIOD IS WITHIN **15** CALENDAR DAYS.  
 3. WARRANTY SHALL BE FOR A PERIOD OF **SIX (6) MONTHS** FOR SUPPLIES & MATERIALS/**ONE (1) YEAR** FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.  
 4. PRICE VALIDITY SHALL BE VALID FOR A PERIOD OF **30** CALENDAR DAYS.  
 5. PHIL-GEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.  
 6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.

**Title of Procurement:**  
 Supply and Delivery of 1 unit High Speed Printer

**Purpose:**  
 For official use of BPKMD

**Approved Budget for the Contract (ABC):**  
 P149,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	<b>HIGH SPEED PRINTER</b> <i>Technical Specification:</i> Functions: Print, copy and scan Print Speed - Black (normal): Up to 40 ppm Print Speed - Color (normal): Up to 40 ppm First page out (ready) black: as fast as 5.5 sec First page out (ready) color: as fast as 6.8 sec Resolution (black): 3600 Resolution (color): 3600 Resolution technology: 3600, pantone calibrated Monthly duty cycle: Up to 80,000 pages Print Technology: Laser Display: 8 color touchscreen Number of print cartridges 4:(1 each black, cyan, magenta, yellow) Automatic paper sensor: yes Paper trays, standard: 2 Paper trays, maximum: 5 Connectivity, standard: 2 Hi-Speed USB 2.0 Host; 1 Hi-Speed USB 2.0 Device; 1 Gigabit/ Fast Ethernet 10/100/1000 Base-TX network; Hardware Integration Pocket Connectivity, optional: NFC/Wireless, Print Server Network ready: Standard (built-in Gigbit Ethernet) Ports 2: Hi-Speed USB 2.0 Host; 1 Hi-Speed USB 2.0 Device; 1 Gigabit/Fast Ethernet 10/100/1000 Base-TX network; 1 Hardware Integration Pocket connection;	1 unit	P _____	P _____

\*\*\*Continue to next page\*\*\*

Brand : \_\_\_\_\_  
 Delivery Period : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_

After having carefully read and accepted your Request for Quotation, I/We quote you on the item at prices noted above.

\_\_\_\_\_  
 Printed Name/Signature      Tel. No./Cellphone No.      \_\_\_\_\_  
 Email Address      Date

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1	<p><b>HIGH SPEED PRINTER</b></p> <p><i>Technical Specification:</i></p> <p>Memory Standard: 1.25 GB (printer), 512 MB (scanner)</p> <p>Memory, maximum: 3.75 GB</p> <p>Hard disk: Standard, embedded HP High-Performance secure Hard Disk, minimum 320GB; AES 256 hardware encryption or greater; secure erase capabilities (secure file erase-temporary job files, secure erase-job data, secure ATA erase-disk); U.S government: standard, FIPS 140-2 validated hard disk, minimum 500 GB</p> <p>Paper handling input, standard: 100-sheet multipurpose tray, 550-sheet inputtray 2</p> <p>Paper handling input, standard: 250-sheet output bin</p> <p>Duplex printing: Automatic (standard)</p> <p>Envelope input capacity: Up to 10 envelopes</p> <p>Finished output handling: sheetfed</p> <p>Media sizes supported: A4, letter, legal, oficio, executive, Statement, 4x6, 3x5, 5x8, post card (JIS), double postcard (JIS) 8.5x13, envelope (commercial No. 9, No. 10 Monarch); Custom: 3x5 to 8.5 x 14 in; tray 2: letter, executive, statement, 4x6, 5x7, 5x8, double postcard (JIS); Custom: 4.0 x 5.85 to 8.5x 11.69 in; Optional tray 3+: letter, legal, oficio, executive, 8.5x13; custom: 4.0x5.85 to 8.5x14 in</p> <p>Warranty: One (1) year, next-business day, onsite warranty.</p> <p>What's in the box: Printer; Four preinstalled laser jet toner cartridges (yield~6000pages black, ~5000 pages color); Software CD; power card; USB cable</p> <p>Additional Requests from Procuring Entity:  <input type="checkbox"/> Please provide sample upon request of end-user  <input type="checkbox"/> Please see full specifications/attached sample design for reference.  <input checked="" type="checkbox"/> Other conditions to this request, please state:  <b>For more info, please contact the end-user at 8924-6031 loc. 226/253</b>  <b>Please indicate brand &amp; model per item</b>  <b>Kindly address all proposals to the Chairperson, Bids and Awards Committee</b></p> <p>Contract shall be awarded to the bidder per:  <input type="checkbox"/> Item basis  <input checked="" type="checkbox"/> Lot basis</p> <p><b>Bidders must submit the following requirements upon submission of proposal. Non-submission of these requirements shall be grounds for disqualification from the bidding process:</b></p> <ol style="list-style-type: none"> <li>1. DTI/SEC Registration Certificate</li> <li>2. Valid and Current Mayor's Permit</li> <li>3. PHILGEPS Certificate of Registration</li> <li>4. BIR Certificate of Registration</li> <li>5. Omnibus Sworn Statement</li> </ol> <p><b>Important Note:</b>                      For goods, conforme of the winning bidder must be done within seven (7) calendar days upon serving of the PO.                      For services, conforme of the winning bidder must be done within fourteen (14) calendar days upon serving of the JO.                      Notarization of the OSS should be complied with after the award of the contract but before payment pursuant to Item 6.3 of GPPB 09-2020</p>	1 unit	P _____	P _____

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