



REQUEST FOR QUOTATION

Solicitation No. RSU-86-19

Quotation No. 19-12-166

Date : December 18, 2019

Company Name: _____

Address : _____

Sir/Madame:

Please quote your lowest price on the Item/s below, subject to the terms and Conditions and Eligibility Requirements for the Suppliers, stating the shortest time of the delivery and submit your quotation duly signed by your representative not later than **December 23, 2019** at exactly 5:00 in the afternoon in the return envelope attached herewith.

Project: Procurement of Copier for use at IIT 1SS

ABC: PhP152,000.00

QTY: 2

UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
unit	COPIER GENERAL Warm up time: 31 seconds/ First output speed: 8.8 seconds / Continuous output speed: 20 pages per minute / Memory Standard: 256 MB / Dimensions (WxDxH) 587 x 581 x 461 mm / Weight 28.5 kg / power source: 220-240 V, 50/60 Hz COPIER Copying process: Laser beam scanning & electro photographic printing / Multiple copying: Up to 99 copies / Resolution: Up to 600 dpi / Zoom: From 50% to 200% PRINTER Pinter language Standard: GDI / Resolution: 600 dpi / Interface Standard: USB 2.0 Option: Ethernet 10 base-T/100 base-TX (DDST Unit) Network protocol: TCP/IP (IP v4) / Windows® environments: Windows® Vista, Windows® 7, Windows® 8/8.1, Windows® server 2003, Windows® Server 2003R2, Windows® server 2008, Windows® Server 2008R2, Windows® Server 2012R2 / UNIX environments: OPEN SUSE (KDE & Gnome): v12.1; Ubuntu (Unity): v12.04; RedHat®: v6.0 Boss: v5 SCANNER Scan speed Colour: Maximum 6 originals per minute; B/W: Maximum 15 originals per minute / Resolution Maximum: 600 dpi / Interface Standard: USB2.0; Option: Ethernet 10-base-T/100 base- TX (DDST Unit) / File format TIFF, JPEG, PDF/Bundled drivers: TWAIN, SANE, Network TWAIN (Option) Scan to E-mail / Folder PAPER HANDLING Recommended paper size Paper tray(s): A3, A4, A5, Bypass tray: A3, A4, A5, A6; Standard: 350 sheets; Maximum: 1,350 sheets/ Paper output capacity Standard: 250 sheets/ Paper weight: Standard paper tray(s) 52-105 g/m ² ; Bypass tray: 52-216 g/m ² ; Duplex: 64-105 g/m ²	2		



	ECOLOGY Power consumption: Less than 950 W/ Ready mode: 92 W/ Sleep mode: 2.7 W / TEC (Typical Electricity Consumption): 1,480 W/h 1x 500 - sheet paper tray (maximum 2 units), Network controller (DDST Unit), Bypass with free lifetime Warranty on labor and Services 1 year warranty on parts Quarterly Maintenance			
TOTAL		QTY	2	ESTIMATED COST

Yours,



MARIO A. FETALVER JR., Ph. D.
 BAC Chairperson

Canvassed by:

Larry I. Firmalo
 Procurement Officer

=====



Date: _____

BIDS & AWARDS COMMITTEE (BAC)
ROMBLON STATE UNIVERSITY
Odiongan, Romblon

Sir;

After having carefully read the terms and conditions of RFQ, I/We quote on the item/s at the prices noted above.

Yours,

Printed Name / Signature

Delivery Period	:	_____
Warranty	:	_____
Price Validity	:	_____
Tel. No. /Cellphone No.	:	_____
Email Address	:	_____
Date	:	_____

REQUEST FOR QUOTATION

Terms & Conditions:

1. All entries must be type/hand-written.
2. Delivery period within 15 calendar days.
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the procuring entity.
4. Price validity shall be for a period of three months.
5. PhilGEPS registration Certificate shall be attached upon submission of the quotation.
6. Bidder shall submit original brochures showing certifications of the production being offered.
7. Payment shall be made after the inspection.
8. Deliver items at Supply Office, Romblon State University, Odiongan, Romblon (042-567-5375)

CHECKLIST OF ELIGIBILITY REQUIREMENTS FOR THE BIDDERS/SUPPLIERS:

The Eligibility Envelope shall contain the following:

1. Mayor's/Business permit
2. PhilGEPS Registration Number
3. Income/Business Tax Return
4. Omnibus Sworn Statement

Note: Submitted documents must be properly authenticated.