



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
MINDORO ORIENTAL DISTRICT ENGINEERING OFFICE
Masipit, Calapan City, Oriental Mindoro, MIMAROPA Region (IV-B)

Name of Procuring Entity	Request for Quotation (P.R. No.) : 2024-05-154
Revised on :	Date : May 23, 2024
Standard Form/Title :	REQUEST FOR QUOTATION Office/End-User : Construction section
COMPANY NAME :	
ADDRESS :	
TEL. NO./FAX No. :	TIN :

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than 10:00 AM. of May 31, 2024 in the return envelope attached herewith, to the Goods & Services Division, Procurement Services, Masipit, Calapan City, Oriental Mindoro.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within 60 c.d upon receipt of the approved funded Purchase Order (P.O). Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of three (3) months for supplies & materials from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. G-EPS Registration Certificate, Mayor's Permit, DTI/SEC shall be attached upon submission of the quotation
6. The approved budget ceiling for this procurement is **570,000.00**
7. The DPWH reserves the right to accept or reject any bid to annul the bidding process and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder.
8. Bidder/s may submit an open or sealed quotation.
9. RFQ can be submitted in person or thru registered mails, facsimile or email.


ALBIÉN M. MAHIA
Assistant District Engineer
(BAC-Chairperson)

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	MULTI FUNCTION INKJET PRINTER (A4)	7	unit		
	Print Technology Inkjet (Color)				
	Print Speed Draft 22 ppm or ISO: 9 ipm; speed measured using A4/Letter size paper				
	Print Quality 600 x 600 dpi				
	Copy Speed Draft 6 cpm or ISO: 5.5 ipm; speed measured using A4/Letter size paper				
	Scan Resolution 1200 dpi				
	Scan Features Multi-sheet scan to single PDF file				
	Scan Type Flatbed and ADF				
	Monthly Duty Cycle 5,000 pages per month				
	Ink System Continuous Ink Supply System (original/built-in) Ink Tank System; Refill must be available nationwide. Certificate of Authenticity is required.				
	Network Interface Fast Ethernet				
	IO Ports USB 2.0; Ethernet (RJ-45)				
	PAPER HANDLING				
	Duplex Printing Automatic two-sided printing				
	Paper Trays Two Trays (Standard Input tray, Multi-purpose tray)				
	Maximum Media Size Legal (8.5in x 14in)				
	Media Type Paper (bond,light, heavy, plain, recycled, rough) envelopes, labels, cardstock, photo, brochures.				
	SOFTWARE				
	Supported OS Windows 11,10, 8.1 (32 bit & 64 bit)				

Brand and Model : _____ Warranty : _____
Delivery Period : _____ Price Validity : _____

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Assistant District Engineer
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Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Drivers Original CD/DVD copy or any electronic media storage. Must be compatible with 32-bit and 64-bit operating				
	ACCESSORIES				
	Ink Tank Pre-installed ink tanks with additional three (3) standard ink refill bottles per color.				
	Cables and Connectors all necessary cables and connectors, Patch cable (CAT6, factory crimped with RJ-45 connector, 5 meters, preferably color orange)				
	OTHER REQUIREMENTS				
	Brand and Model Must be an International Brand Name with existence of at least ten (10) years in the Philippines. Unit model must be in the current catalog and not end-of-life. Manufacturer's certificate is required.				
	Regulatory ENERGY STAR certified (with Energy Star Stamp). For printers that do not carry Energy Star label, an appropriate means of proof of Energy consumption level shall be submitted such as technical dossier of the manufacturer or attest report from a recognized body to demonstrate compliance with this requirement.				
	Documentation and Media The equipment shall be supplied with the standard manufacturer's documentation, on any electronic storage media and hard copy version where available.				
	Warranty and Maintenance The Supplier is required to provide a one (1) year warranty for parts and on-site labor, from the date of the Inspection and Acceptance Report (IAR).				
	Technical Support The local technical support shall include telephone and email, 8 hours per day (8:00am-5:00pm) 5 days a week (Monday - Friday) for problem resolution. Support shall have a response time of next				
	The awarding of Contract/P.O. under this RFQ will be on a lump-sum basis, hence, Supplier must quote for all of the items. Any erasure, correction or alteration made by the Supplier in any of the items shall render the bid non-complying, hence, a ground for disqualification.				

Brand and Model : _____ Warranty : _____
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Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
2	MULTI FUNCTION INKJET PRINTER (A3)	1	unit		
	Print Technology Inkjet (Color)				
	Print Speed Draft 32 ppm or ISO: 20 ipm; speed measured using A4/Letter size paper				
	Print Quality 4800 x 1200 dpi				
	Copy Speed Draft 30 cpm or ISO: 11 ipm; speed measured using A4/Letter size paper				
	Scan Resolution 1200 dpi				
	Scan Features Multi-sheet scan to single PDF file				
	Scan Type Flatbed and ADF				
	Monthly Duty Cycle 5,000 pages per month				
	Ink System Continuous Ink Supply System (original/built-in) Ink Tank System; Refill must be available nationwide. Certificate of Authenticity is required.				
	Network Interface Fast Ethernet				
	IO Ports USB 2.0; Ethernet (RJ-45)				
	PAPER HANDLING				
	Duplex Printing Automatic two-sided printing				
	Paper Trays Two Trays (Standard Input tray, Multi-purpose tray)				
	Maximum Media Size A3 (11.7in x 17in)				
	Media Type Paper (bond,light, heavy, plain, recycled, rough) envelopes, labels, cardstock, photo, brochures.				
	SOFTWARE				
	Supported OS Windows 11,10, 8.1 (32 bit & 64 bit)				

Brand and Model : _____ **Warranty** : _____
Delivery Period : _____ **Price Validity** : _____

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Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Drivers Original CD/DVD copy or any electronic media storage. Must be compatible with 32-bit and 64-bit operating				
	ACCESSORIES				
	Ink Tank Pre-installed ink tanks with additional three (3) standard ink refill bottles per color.				
	Cables and Connectors all necessary cables and connectors, Patch cable (CAT6, factory crimped with RJ-45 connector, 5 meters, preferably color orange)				
	OTHER REQUIREMENTS				
	Brand and Model Must be an International Brand Name with existence of at least ten (10) years in the Philippines. Unit model must be in the current catalog and not end-of-life. Manufacturer's certificate is required.				
	Regulatory ENERGY STAR certified (with Energy Star Stamp). For printers that do not carry Energy Star label, an appropriate means of proof of Energy consumption level shall be submitted such as technical dossier of the manufacturer or attest report from a recognized body to demonstrate compliance with this requirement.				
	Documentation and Media The equipment shall be supplied with the standard manufacturer's documentation, on any electronic storage media and hard copy version where available.				
	Warranty and Maintenance The Supplier is required to provide a one (1) year warranty for parts and on-site labor, from the date of the Inspection and Acceptance Report (IAR).				
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Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
3	DOCUMENT SCANNER (A3)	1	unit		
	Scan Technology Flatbed with Automatic Document Feeder (ADF) or Sheetfed				
	Sensors Charged Coupled Device (CCD) or Contact Image Sensor (CIS); Ultrasonic sensor for multifeed detection				
	Scan Speed 30 ppm				
	Color Depth 24-bit				
	Scan Resolution 600 dpi				
	Duty Cycle (Daily) 4,000 pages				
	File Format PDF, searchable PDF, JPG, BMP, TIFF				
	File Desitination USB Network Folder, Scan to Email, Scan to Management Software				
	Network Interface Gigabit Ethernet				
	IO Ports USB 2.0; Ethernet (RJ-45)				
	PAPER HANDLING				
	Maximum Media A3 (11.7 in x 17 in)				
	Media Type Paper (bond, light, heavy, plain, recycled, rough) envelopes, labels, cardstock, photo, brochures.				
	SOFTWARE				
	Compatible OS Windows 11, 10, 8.1 (32-bit & 64 bit)				
	Management Software Pre-installed scanning applications software				
	Drivers Original CD/DVD copy or in any electronic media storage. Must be compatible with 32-bit and 64-bit operating system.				

Brand and Model : _____ Warranty : _____
Delivery Period : _____ Price Validity : _____

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Assistant District Engineer
(BAC-Chairperson)

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	ACCESSORIES				
	Cables and Connectors all necessary cables and connectors, Patch cable (CAT6, factory crimped with RJ-45 connector, 5 meters, preferably color orange)				
	MISCELLANEOUS				
	Brand and Model Must be an International Brand Name with existence of at least ten (10) years in the Philippines. Unit model must be in the current catalog and not end-of-life. Manufacturer's certificate is required.				
	Regulatory ENERGY STAR certified (with Energy Star Stamp). For scanner that do not carry Energy Star label, an appropriate means of proof of Energy consumption level shall be submitted such as technical dossier of the manufacturer or attest report from a recognized body to demonstrate compliance with this requirement.				
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Brand and Model : **Warranty**
Delivery Period : **Price Validity**

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