



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE VI
Fort San Pedro, Iloilo City



**NOTICE OF ALTERNATIVE METHOD OF
PROCUREMENT**

Notice is given that the DPWH Regional Office VI will conduct an **Alternative Method of Procurement** thru **Negotiated Procurement – Small Value Procurement** in accordance with Section 53.9 of the Revised Implementing Rules and Regulation of RA 9184.

- a. Purchase Request No. 2025-03-024 dated March 11, 2025
- b. Description: **Procurement of one (1) Document Scanner (Flatbed w/ ADF, A3), two (2) units Mobile Printer and one (1) unit Printer (Inkjet, A3) for use in the Multi Year Planning and Scheduling (MYPS) and Validation Program under the Planning and Design Division, DPWH Regional Office VI, Iloilo City**
- c. Location: DPWH, Regional Office VI, Iloilo City
- d. Approved Budget for the Contract (ABC): Php 308,600.00
- e. Delivery Period: 30 CD upon receipt of NTP

The Deadline for submission of the accomplished application forms will be on **April 24, 2025** and shall be opened at 10:00 A.M. on the same date. Quotations submitted thru mail/fax will not be accepted.

Any requests for additional information concerning this bidding shall be directed to the following:

SEVERO A. RUIZ

Head, Procurement Unit
ruiz.severo@dpwh.gov.ph


MARILOU G. ZAMORA
BAC Chairperson



Regional Office VI, Iloilo City

Procurement of one (1) Document Scanner (Flatbed w/ ADF, A3), two (2) units Mobile Printer and one (1) unit Printer (Inkjet, A3) for use in the Multi Year Planning and Scheduling (MYPS) and Validation Program under the Planning and Design Division, DPWH Regional Office VI, Iloilo City

Name of Procuring Entity:	Revised for Quotation (P.R. No.): 2025-03-024
Revised on:	Date: March 11, 2025
Standards For Title: Request for Quotation	Office/End-User: Planning and Design Division
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 and submit your quotation duly signed by your authorized representative not later than **10:00 A.M.** of **April 24, 2025** in the return envelope attached herewith, to the Procurement Unit, DPWH Regional Office VI, Iloilo City.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period is 30 CD 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; one year for Equipment; 3 years IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. First Envelope - Technical Documents composed of; G-EPS Registration Certificate, Mayor's/Business Permit, DTI (Sole Proprietor)/SEC (Corporation/Inc.), Tax Clearance, Income Tax Return (for ABC above 500k) and Omnibus Sworn Statement with Secretary Cert. for Corporation and SPA for sole proprietor shall be attached. Second Envelope - Financial Documents composed of Request for Quotation duly accomplished. (Sealed in separate envelope)
6. Bidders shall submit original brochures showing certifications of the product (If applicable).
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **P308,600.00**

MARILOU G. ZAMORA
BAC Chairperson

ITEM NO.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Document Scanner (Flatbed w/ ADF, A3)	1	unit		
	Mobile Printer	2	units		
	Printer (Inkjet, A3)	1	unit		
	* Please see attached Technical Specifications*				
	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X				
	The awarding for this RFQ will be on the lump-sum basis. Prospective Suppliers must quote for all of the items. Otherwise they will be subjected for disqualification.				
				Total-----	

Amount in Words:

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

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at the prices note above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by the DPWH.

Contact No. (033) 3299029
bactw@region6@yahoo.com

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

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office VI, Iloilo City


Procurement of one (1) Document Scanner (Flatbed w/ ADF, A3), two (2) units Mobile Printer and one (1) unit Printer (Inkjet, A3) for use in the Multi Year Planning and Scheduling (MYPS) and Validation Program under the Planning and Design Division, DPWH Regional Office VI, Iloilo City

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MARILOU G. ZAMORA
EAC Chairperson

ITEM NO.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Document Scanner (Flatbed w/ ADF, A3) /	1	unit		
	Mobile Printer /	2	units		
	Printer (Inkjet, A3) /	1	unit		
	<i>*Please see attached Technical Specifications*</i>				
	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X				
	<div style="border: 1px dashed black; padding: 5px;"> The awarding for this RFQ will be on the lump-sum basis. Prospective Suppliers must quote for all of the items. Otherwise they will be subjected for disqualification. </div>				
				Total-----	

Amount in Words:

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

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at the prices note above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by the DPWH.

Contact No. (033) 3299029
bactwregion6@yahoo.com

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



Name of Equipment: DOCUMENT SCANNER (Flatbed with ADF, A3)

Description: For daily document scanning

Main Equipment Components		Specification
General		
<i>Scan Technology</i>		Flatbed with Automatic Document Feeder (ADF)
<i>Sensors</i>		Charged Coupled Device (CCD) or Contact Image Sensor (CIS); Ultrasonic sensor for multi-feed detection
<i>Scan Speed</i>		30 ppm
<i>Color Depth</i>		24-bit
<i>Scan Resolution</i>		600 dpi
<i>Document Processing Function</i>		Optical Character Recognition (OCR)
<i>Duty Cycle (daily)</i>		4,000 pages
<i>File Format</i>		PDF, searchable PDF, JPG, BMP, TIFF
<i>File Destination</i>		USB, Network Folder, Scan to Management Software
<i>Duplex Scanning</i>		Automatic two-sided scanning
<i>Network Interface</i>		Gigabit Ethernet
<i>IO Ports</i>		USB 2.0; Ethernet (RJ-45)
Paper Handling		
<i>Maximum Media Size</i>		A3 (11.7 in x 17 in)
<i>ADF capacity</i>		100 sheets
<i>Media Type</i>		Paper (bond, light, heavy, plain, recycled, rough), envelopes, labels, cardstock, photo, brochures
Software		
<i>Supported OS</i>		Windows 11, 10
<i>Management Software</i>		Pre-installed scanning applications software
<i>Drivers</i>		Original CD/DVD copy or in any electronic media storage.
Accessories		Specification
<i>Cables and Connectors</i>		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 globally recognized brand of scanners and has been marketed in the Philippines for the last ten (10) years. It must be in the current catalog and not end-of-life. The 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.		
Documentation and Media: The equipment shall be supplied with standard manufacturer documentation, on any electronic storage media and hard copy version where available.		



Department of Public Works and Highways
CENTRAL OFFICE

**Standard Technical Specifications for
Document Scanner**

Doc. Code:

QMS-11.1.1-047 Rev01

Page No.:

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Name of Equipment: DOCUMENT SCANNER (Flatbed with ADF, A3)

Description: For daily document scanning

Warranty and Maintenance: The Supplier must provide one (1) year warranty for parts and onsite labor from the date of the Inspection and Acceptance Report (IAR).

Technical Support: The local technical support through telephone and email, 8 hours per day (8:00 am - 5:00 pm), 5 days a week (Monday - Friday) for problem resolution. Support shall have a response time of next business day.

Additional Notes: This technical specification shall be issued along with the Certification issued by IMS.

Prepared by:

Checked by:

MARY JANE N. PANTOJA
Chief, Business Innovation Division

MP *hpc*

RHALF B. CAWALING
Director, Information Management Service

Approved by:

ADOR G. CANLAS, CESO IV
Undersecretary, Technical Services
and Information Management Service

Approved Date: 010725



**Standard Technical Specifications for
Mobile Printers**

Name of Equipment: MOBILE PRINTER

Description: For printing documents outside the Department's premises

Main Equipment Components	Specification
General	
<i>Print Technology</i>	Inkjet (Color)
<i>Print Speed</i>	Draft: 11 ppm or ISO: 5.5 ipm; speed measured using A4 size paper
<i>Print Quality</i>	4800 x 1200 dpi
<i>Monthly Duty Cycle</i>	500 pages
<i>Connectivity</i>	USB 2.0/3.0, Wi-Fi, Bluetooth 5.2
<i>Power</i>	240 VAC; with built-in battery
Paper Handling	
<i>Paper Trays</i>	Standard Input tray
<i>Maximum Media Size</i>	Legal (8.5in x 14in)
<i>Media Type</i>	Paper (bond, light, heavy, plain, recycled, rough), envelopes, labels, cardstock, photo, brochures.
Software	
<i>Compatible OS</i>	Windows 11, 10
Accessories	Specification
<i>Ink/Toner Cartridge</i>	Pre-installed ink cartridge with additional three (3) standard ink cartridge per color. Ink Cartridge must be available nationwide. Certificate of Authenticity is required.
<i>Cables and Connectors</i>	All necessary cables and connectors

Other Requirements:

Brand and Model: Must be an International Brand Name with existence of at least 10 years in the Philippines. Unit model must be in current catalog and not end-of-life. A 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 standard manufacturer documentation, on any electronic storage media and hard copy version where available.

Warranty and Maintenance: The Supplier must provide a one (1) year warranty for parts and onsite labor from the date of the Inspection and Acceptance Report (IAR).

Technical Support: The local technical support through telephone and email, 8 hours per day (8:00 am - 5:00 pm), 5 days a week (Monday - Friday) for problem resolution. Support shall have a response time of next business day.



Department of Public Works and Highways
CENTRAL OFFICE

**Standard Technical Specifications for
Mobile Printers**

Doc. Code: QMS-11.1.1-070 Rev00

Page No. Page 2 of 2

Name of Equipment: MOBILE PRINTER

Description: For printing documents outside the Department's premises

Additional Notes: N/A

Prepared by:

Checked by:

MARY JANE N. PANTOJA
Chief, Business Innovation Division

RHALF B. CAWALING
Director, Information Management Service

Approved by:

ADOR G. CANLAS, CESO IV
Undersecretary, Technical Services
and Information Management Service

Approved Date: 001624



**Standard Technical Specifications for
Printer**

Name of Equipment: MULTIFUNCTION INKJET PRINTER (A3)

Description: For daily document printing, copying and scanning

Main Equipment Components

Specification

General

<i>Print Technology</i>	Inkjet (Color)
<i>Print Speed</i>	Minimum speed of 30 ppm or 20 ipm; speed measured using A4/Letter size paper
<i>Print Quality</i>	4800 x 1200 dpi
<i>Copy Speed</i>	Minimum speed of 30 cpm or 11 ipm; speed measured using A4/Letter size paper
<i>Scan Resolution</i>	1200 dpi
<i>Scan Features</i>	Multi-sheet scan to single PDF file; Scan to Network Folder; Scan to USB/Memory Device
<i>Scan Type</i>	Flatbed and ADF
<i>Duty Cycle</i>	5,000 pages per month
<i>Memory</i>	Manufacturer's Standard
<i>Ink/Toner System</i>	Continuous Ink Supply System or Ink Tank System (original or built-in); Refill must be available nationwide. Certificate of Authenticity is required. Pre-installed ink tanks with an additional three (3) standard ink refill bottles per color.
<i>Network Interface</i>	Fast Ethernet
<i>IO Ports</i>	USB 2.0 (Type A); Ethernet (RJ-45)

Paper Handling

<i>Duplex Printing</i>	Automatic two-sided printing
<i>Paper Trays</i>	Two Trays; Standard Input tray (250 sheets), Multi-purpose tray (50 sheets)
<i>Maximum Media Size</i>	A3 (11.7in x 17in)
<i>Media Type</i>	Paper (bond, light, heavy, plain, recycled, rough), envelopes, labels, cardstock, photo, brochures.

Software

<i>Supported OS</i>	Windows 11, 10
<i>Drivers</i>	Original CD/DVD copy or in any electronic media storage.

Accessories

Specification

<i>Cables and Connectors</i>	All necessary cables and connectors; patch cable (CAT6, factory crimped with RJ-45 connector, 5 meters, preferably color orange).
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Other Requirements:

Brand and Model: Must be globally recognized brand of printers and has been marketed in the Philippines for the last ten (10) years. It must be in the current catalog and not end-of-life. The 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 standard manufacturer documentation, on any electronic storage media and hard copy version where available.



**Standard Technical Specifications for
Printer**

Name of Equipment: MULTIFUNCTION INKJET PRINTER (A3)

Description: For daily document printing, copying and scanning

Warranty and Maintenance: The Supplier must provide a one (1) year warranty for parts and onsite labor from the date of the Inspection and Acceptance Report (IAR).

Technical Support: The local technical support through telephone and email, 8 hours per day (8:00 am - 5:00 pm), 5 days a week (Monday - Friday) for problem resolution. Support shall have a response time of next business day.

Additional Notes: This technical specification shall be issued along with the Certification issued by IMS.

Prepared by:

Checked by:

MARY JANE H. PANTOJA
Chief, Business Innovation Division

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