



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**CORDILLERA ADMINISTRATIVE REGION**  
Engineers Hill, Baguio City



**Shopping [Section 52.1 (b)]**

Name of Procuring Entity: DPWH-CAR Regional Office Request for Quotation: 24GP00070

Standard Form/Title: REQUEST FOR QUOTATION Office/End user: ORD-PS

COMPANY NAME :

ADDRESS :

TEL. NO./FAX NO.:

TIN No.

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 2:00 p.m. of 31 MAY 2024 in the return envelope attached herewith, to the BAC Chairman, DPWH-CAR Regional Office.

**TERMS and CONDITIONS:**

1. All entries must be typewritten or legibly written.
2. Delivery period within **15 days** 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 months for supplies & materials; one year for equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. For all Suppliers, the two (2) envelope system will be followed. The first envelope shall contain the following eligibility document/s:  
(A) PhilGEPS Platinum Certificate (Certified Copy) or PhilGEPS Registration Number; and  
(B) Mayor's Permit (Certified Copy);  
The second envelope which will contain the quotation shall only be opened after the first is declared complying.
6. Bidders shall submit original brochures showing certifications of the product if applicable.
7. Please indicate the brand for each items being offered in order to evaluate conformity with specifications.
8. Suppliers must have a physical office/shop with trade name displayed and inventory of supplies / goods.
9. The approved budget ceiling for this procurement is **Php 129,310.00**
10. Source of Fund: **EAO**

**EnP REX B. PADERES, MNSA**

BAC Chairman

AOD  
JBL

LTM  
OGG

Item no	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	<b>24GP00070 - Procurement of Printer and Ink Cartridges for use of Procurement Staff in relation to pre-construction activities</b>				
1	A3 Printer, All-in-One Ink Tank (See attached Specifications)	1	unit		
2	Ink for A3 Printer Black	10	pcs.		
3	Ink for A3 Printer Cyan	10	pcs.		
4	Ink for A3 Printer Magenta	10	pcs.		
5	Ink for A3 Printer Yellow	10	pcs.		

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 prices note above. If the space for delivery Period, Warranty and Price Validity are left blank, it means disqualification.

Tel No. Telefax:

(074) 424 1018 (074) 444-8838  
[dpwhcarbacc@yahoo.com](mailto:dpwhcarbacc@yahoo.com)

Printed Name/Signature/Date

Tel. No./ Cellphone No. / E-mail Address





**Name of Equipment: MULTIFUNCTION INKJET PRINTER (A3)**

**Description:** For daily document printing, copying and scanning

**Main Equipment Components**

**Specification**

**General**

*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

*Duty Cycle*

5,000 pages per month

*Ink System*

Continuous Ink Supply System or Ink Tank System (original or built-in); 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 and 64-bit)

*Drivers*

Original CD/DVD copy or in any electronic media storage. Must be compatible with 32-bit and 64-bit operating system.

**Accessories**

**Specification**

*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 10 years in the Philippines. Unit model must be in 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 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  
ICT Equipment**

Issue Date:

031924

Doc. Code:

DPWH-IMS-OMP-IMSPPS-04-08c

Revision No.

5

Page No.

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**Name of Equipment: MULTIFUNCTION INKJET PRINTER (A3)**

**Description:** For daily document printing, copying and scanning

**Warranty and Maintenance:** The Supplier is required to 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 (8:00am - 5:00pm), 5 days a week (Monday - Friday) for problem resolution. Support shall have a response time of next business day.

**Additional Notes:** N/A

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