



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE X
Engineers' Hill, Bulua, Cagayan de Oro City



Name of Procuring Entity: Request for Quotation (P.R. No.): X3-24-02-053
Revised on: Date: February 12, 2024
Standard Form/Title: **REQUEST FOR QUOTATION** Office/End-User: FINANCE 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 below and submit your quotation duly signed by your representative not later than 10:00 am **MAR 20 2024**, the return envelope attached herewith, to the BAC Secretariat, 2nd Floor Administration Building, DPWH Regional Office X, Engineers' Hill, Bulua, Cagayan de Oro City.

TERMS and CONDITIONS:

- All entries must be typewritten or legibly written.
- Delivery period within **thirty (30) 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.
- Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for Equipment from date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- Attach Certified True Copy of PhilGeps Registration Number, Mayor's Permit and **Omnibus Sworn Statement (if ABC is above 50K), Income/Business Tax Return if ABCs above P500K.**
- The Approved budget ceiling for this procurement is **Php 348,333.33**
- RFQ must be signed by an authorized signatory.
- Bidders shall submit original brochures of the product (if applicable)
- Please indicate the brand for each items being offered.
- Bidder/s shall submit sealed quotation.


VIRGIE G. NAYVE, AER
Chief, Construction Division
BAC Chairman

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.

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
IT-S-017	HEAVY DUTY SCANNER - A3	2	units		P
	Description: For daily document scanning				
	General				
	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: 30ppm				
	Color Depth: 24-bit				
	Scan Resolution: 600dpi				
	Duty Cycle (daily): 4,000 pages				
	File Format: PDF, searchable PDF, JPG, BMP, TIFF				
	File Destination: USB, Network Folder, Scan to Email, Scan to Management Software				
	Duplex Scanning: Automatic two-sided scanning				
	Network Interface: Gigabit Ethernet				
	IO Ports: USB 2.0; Ethernet (RJ-45)				
	Paper Handling				
	Maximum Media Width: 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 and 64-bit)				
	Management Software: Pre-installed scanning applications software				

	<i>Drivers:</i> Original CD/DVD copy or in any electronic media storage. Must be compatible with 32-bit and 64-bit operating systems.				
	Accessories				
	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 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.				
	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 is required to provide 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 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.				
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	TOTAL AMOUNT				P
	Please write total amount in words				
	Please specify brand name, if applicable.				