



Date: 2022-07-22

**REQUEST FOR QUOTATION**

Sir/Madam:

Please quote your best offer for the item/s listed below, **subject to the Terms and Conditions** provided. Submit your quotation duly signed by you or your duly authorized representative not later than **August 05, 2022** to **zmz.borja@mail.philrice.gov.ph** or send via fax or drop at PPMU box at Procurement Management Division (PMD) Office, Maligaya, Science City of Muñoz, Nueva Ecija. For any clarification you may call/send through fax to **0920-926-5507** or PPMU no. **09435623878/09150816864**.

*Zharen May Z. Borja*  
BUYER/CANVASSER

*Jaime A. Manalo, IV*  
Supervising SRS

**INSTRUCTIONS:**

1. Accomplish this RFQ correctly and accurately.
2. Please do not leave any blank items. Indicate "0" if item being offered is for free and "NO BID" if no offer.
3. Do not alter the contents of this form in any way.
4. All technical specifications are mandatory. Fill in the column designated for technical specifications of your offer, you may specify the brand and model if applicable. Use additional sheet if needed or attach brochure.
5. Failure to follow these instructions will disqualify your quotation.
6. NEW suppliers/bidders are required to submit a photocopy/e-copy of valid Mayor's Business Permit, BIR Registration 2303, DTI/SEC/CDA Registration (whichever is applicable), valid PhilGEPS Registration Number and valid PCAB License (if applicable) together with their quotations. Please disregard if you have submitted an updated copy/ies to PMD. This shall be subjected for validation.

Procurement Project Title: Procurement of ICT Equipment to be use in the project  
Procurement Project No.: SME ALT 22-03-00711C PR No.: 2022-07-2144  
Approved Budget of the Contract: 89,000.00

Item No.	Quantity	Unit	Item and Description		Unit Price	Total Amount
			Per Request	Offer		
1	2	unit	Semi-Expendable ICT Equipment, Printer Specification: Functions: Print, copy, scan, fax, ADF, wireless Multitasking Supported: No Print Speed Black (ISO, A4): Up to 11 ppm Print Speed Color (ISO, A4): Up to 5 ppm First Page Out (Ready): Black: As fast as 14 sec Duty Cycle (Monthly, A4): Up to 1000 pages Recommended Monthly Page Volume: 400 to 800 Print Technology: Thermal Inkjet Print Quality Blast (Best): Black: Up to 1200 x 1200 rendered dpi Color: Up to 4800 x 1200 optimized dpi color (when printing from a computer and 1200 input dpi) Display: 2.2-inch Touchscreen MGD (Mono graphics) Processor Speed: 800 MHz Number of print Cartridges: 4 (1 each black bottle, set of 3 color bottles) Automatic Paper Sensor: No Power: Input voltage 100 to 240 VAC			
2	10	unit	Semi-Expendable ICT Equipment, Power Supply  Specification: Input Voltage 230 Vac Nominal, Frequency 47-63 Hz, Brownout Transfers 155 Vac Typical, Over-voltage Transfer 290 Vac			

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

*A food-secure and resilient Philippines*  
with empowered and prosperous farmers and fisherfolk





			Typical Output UPS Capacity (3 battery backup outlets) 625 VA, 325 W Total Amperage (all outlets), 7 A (including UPS output) Voltage - On Battery 230 Vac +/- 8%, Frequency - On Battery 50 or 60 Hz +1 (auto-sensing), Transfer Time 6 ms Typical, 10 ms maximum Protection and Filtering AC Surge Protection Full time, 273 Joules EMI/RFI Filter Full time, AC Input Resettable circuit breaker Battery Type Sealed, maintenance-free, lead acid, 12V, 7Ah Average Life 2 - 3 years depending on the number of discharge cycles and environmental temperature		
3	1	unit	Semi-Expendable ICT Equipment, Scanner Scanner Type:A3 sheet-fed, one-pass duplex colour scanner Sensor Type: Colour CIS Scanning Method: Fixed carriage and moving document Light Source: White LED Optical Resolution:600 x 600 dpi Output Resolution:50 - 1,200 dpi (1 dpi increments) Scanner Bit Depth (Colour):30-bit input, 24-bit output Scanner Bit Depth (Grayscale):10-bit input, 8-bit output Scanner Bit Depth (Black & White):10-bit input, 1-bit output Scan Speed: ADF Monochrome (Simplex / Duplex):200 dpi: 90 ppm / 180 ipm 300 dpi: 90 ppm / 180 ipm, 600 dpi: 26 ppm / 52 ipmA DF Colour (Simplex / Duplex):200 dpi: 90 ppm / 180 ipm 300 dpi: 90 ppm / 180 ipm, 600 dpi: 26 ppm / 52 ipm ADF Specifications: Min Document Size:50.8 x 69mm Max Document Size:304.8 x 5588mm Paper Thickness:20 - 413 gsm ADF Capacity:A4: 120 sheets, A3: 60 sheets Delicate Feed Mode: 20 sheets (A4), 10 sheets (A3) Daily Duty Cycle:up to 40,000 pages / day Multi-feed Detection:Ultrasonic Sensor and Length Detection+		

**TERMS AND CONDITIONS**

Delivery Period:	30 calendar days
Place of Delivery:	<input type="radio"/> Philippine Rice Research Institute-CES, Brgy. Maligaya, Science City of Munoz, Nueva Ecija <input type="radio"/> ATI Building, Elliptical Road, Diliman, Quezon City <input checked="" type="radio"/> Others: Philippine Rice Research Institute-CES, Brgy. Maligaya Science City of Muñoz, Nueva Ecija
Warranty:	1 year (non-consumable supplies/Equipment) and 3 months(consumable supplies)
Payment Term:	30 calendar days

- Price Quotations must be valid for a period of 45 calendar days from the deadline of submission.
- Price quotations shall include all taxes, duties and/or levies. Deductions of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).
- Price Quotations exceeding the Approved Budget for the Contract shall be rejected.
- Award of contract shall be made to the lowest quotations (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and other terms and conditions stated herein

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE



*A food-secure and resilient Philippines*  
 with empowered and prosperous farmers and fisherfolk





5. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PhilRice shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.

6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.

7. The item/s shall be delivered according to the requirements specified in the Conformed Purchase Order or Contract.

8. Goods, supplies, equipment, or work done are subject to inspection/acceptance, PhilRice reserves the right to cancel, reject, or rebid the items which do not conform with the technical specifications.

9. Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be imposed. PhilRice shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of contract, without prejudice to other courses of actions and remedies open to it.

10. The Bidder warrants that s/he has not given nor promised to give any money or gift to any PhilRice employee to secure this offer and to obtain an award.

11. The winning Bidder is required to submit a photocopy of Latest Income/Business Tax Return and original copy of Omnibus Sworn Statement prescribed by the GPPB PRIOR TO PAYMENT of the goods delivered/services rendered.

12. Payment shall be made within (30) days after 100% completion of delivery subject to submission and/or completion of supporting documents, in accordance with existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's/Supplier's account.

After having carefully read and accepted the Procurement Terms & Conditions, I/We quote you on the item at prices noted above.

*Ms.*

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

Designation: \_\_\_\_\_

Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

PhilGEPS Registration No.: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

