

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT
Field Office XII, Koronadal City

REQUEST FOR QUOTATION

Company Name: _____
Address _____
Contact Person: _____
Contact No.: _____

RFQ No.: 2022-11-0915
Date: 11-18-22

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed below, please attach in your quotations a duly notarized certification to this effect.

Please accomplish and submit this form together with Annex A to DSWD-BAC Secretariat at DSWD Field Office XII, Purok Bumanaag, Brgy. Zone III, Koronadal City or email us your accomplished forms at procurement.dswd12@gmail.com. Kindly indicate in the subject the reference number for quotations submitted through said email address.

Seal these documents in an envelop, not to be disclosed to canvassers and other parties until bid opening of BAC.

Very truly yours,


ROSELLE M. RENTOZA
Head, Procurement Section

TERMS AND CONDITIONS:

1. Award shall be made on per: item basis total quoted
2. Quotations validity shall not be less than **30 days**.
3. Good/s shall be delivered on: **"45 Calendar days upon the receipt of Purchase Order" (one time delivery)"**
4. Place of Delivery: **DSWD FO XII**
5. Terms of Payment: **n/30**.
6. Liquidated Damages/Penalty: **One-Tenth (1/10) of One Percent for Every Day of Delay**
7. Must be PhilGEPS registered.
8. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
9. Warranty: (If applicable)

(Signature over Printed Name)
Supplier

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ITEM NO.	Quantity	UNIT	Purchaser's Specifications	Bidder's Specifications	UNIT COST	TOTAL
1	1	unit	DIGITAL MULTIFUNCTION SYSTEM (COLORED) Memory: ≥ 2 GB Hard Disk Drive: ≥ 160 GB Engine Speed: ≥ 30 Paper Capacity: ≥ 2 x 500 sheet tray, 100 sheet multi-bypass tray Paper Size: Max A3 Warm-up Time: ≥ 60 seconds Duty Cycle: up to 200,000 pages COPIER Continuous Cycle: Max 999 Resolution: Scan - 600 x 600 dpi; Print - 600 x 600 dpi Magnification Zoom: 25 to 400% (in incremental of 1%) Duplex Copying/Printing: Standard NETWORK PRINTING Interface: USB 2.0 (10 Base-T/ 100 Base-T) PDL (Emulation): Standard PCL 6/5e or UFR II NETWORK SCANNER File Format: TIFF, PDF, JPEG Scan Destination: To Email, Desktop, FTP Server, USB Port use simultaneously SMB Protocol: Must be running at least SMB 2 or higher Protocol Warranty: 1-year Hardware Warranty, Lifetime Service Warranty			
2	7	unit	DOCUMENT SCANNER Scanner Type: Sheetfed Output: Color, Black and White Optical Resolution: ≥ 200 dpi Daily Duty Cycle: ≥ 3,000 pages Speed: ≥ 30 ppm Scan Size: Legal Feeder: ≥ 50 sheets Connectivity: USB 2.0 Warranty & SLA: 1-year Hardware Warranty			
3	5	unit	PROJECTOR Resolution: ≥ WXGA White Brightness: ≥ 4200 ANSI Lumens Colour Brightness: ≥ 4200 ANSI Lumens Contrast Ratio: ≥ 16000:1 Keystone Correction: Manual Vertical +30°, Manual Horizontal +30° Optical Zoom: ≥ 1.6x Video Compatibility: NTSC/ PAL/ SECAM Lamp Life: ≥ 6,500/ 17,000 hours (normal/economy) Input Terminal: D-Sub 15 (VGA) Composite Video (RCA) HDMI USB: Type A (USB Memory), Type B (USB Display, Mouse, Keyboard, Interactive) Audio Input (RCA/ Stereo Mini-Jack) MIC-Input Output Terminal: Monitor-Out Audio-Out Network: LAN RJ45, Wireless (optional) Accessories: VGA Cable (must be same type with the integration cable) for ceiling mount, Power Cable Warranty & SLA: 2-years Parts and Labor or within maximum hours of lamp life			
Delivery Term: "45 Calendar days upon the receipt of Purchase Order" (one time delivery)"						

Place of Delivery / Venue:	DSWD FO XII			
Approved Budget Ceiling:	₱975,000.00			
Purpose:	Office Equipments for the use of KALAHI CIDSS Staffs			

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (PO) or Letter Order (LO) at DSWD Field Office XII, Property and Supply Unit within three (3) days from the date advance copy was served thru fax. FAILURE to show up and sign the original PO means that the bidder is not interested and will be a ground for suspension/blacklisting in DSWD's future biddings.

Canvassed by:


 Jay C. Jopson
 (Signature over printed name)
 Canvasser

 (Signature over printed name)
 Supplier

ROSELLE M. RENTOZA
 Head, Procurement Section