



Republic of the Philippines
 Department of Health
BUREAU OF QUARANTINE
 25th and A.C. Delgado Streets
 Port Area, Manila



REQUEST FOR QUOTATION
 Negotiated Procurement-Small Value Procurement

Purchase of Heavy-Duty Multi-Function Printer
RFQ NO. NP-SVP-2021-49

The Bureau of Quarantine (BOQ), hereinafter referred to as “the Purchaser”, requires the **Purchase of Heavy-Duty Multi-Function Printer** The details of the project are as follows:

Name of Project:	<u>Purchase of Heavy-Duty Multi-Function Printer</u>
Location:	<u>BOQ, Port Area, Manila</u>
Description:	<u>Please use the attached RFQ, Tech Specs Price Schedule and Schedule of Requirements</u>
ABC:	<u>Two Hundred Twenty-Eight Thousand Pesos Only (Php 228,000.00)</u>
Delivery period:	<u>Thirty (30) Calendar Days upon issuance of NTP</u>

- Bidding procedures will be conducted in accordance with the Revised Implementing Rules and Regulations of Republic Act 9184 (R.A. 9184).
- Quotations must be delivered at the Procurement Section, 2nd Floor, Bureau of Quarantine, 25th St., Port Area, Manila on or before 10:00AM **October 11, 2021**
- Opening of quotation shall be on 10:00AM **October 11, 2021** at P.E Conference Room, 25th A.C Delgado St., Port Area Manila
- All quotations must be typed or written in indelible ink and must be placed in sealed envelope using the attached Price Schedule and Technical Specifications. Please include the following eligibility documents in the envelope:
Mayor’s/Business Permit
PhilGEPS Registration Number
Omnibus Sworn Statement
- Bids shall be valid for **ninety (90) calendar** days from the Opening of Bids.
- DELIVERY SITE: **Bureau of Quarantine, 25th and A.C Delgado St., Port Area Manila**
- The BOQ reserves the right to accept or reject any quotation, and to annul the bidding process and reject all quotations at any time prior to Contract award, without thereby incurring any liability to the affected bidder or bidders and to waive any minor defects or infirmities therein and to accept such quotation as may be considered advantageous to the government.
- Bidders are entitled to one (1) bid only, otherwise, all bids made shall automatically be rejected.

CARLOS DELA REYNA JR, MD, MDM
 Chairperson, Bids and Awards Committee
 Bureau of Quarantine, 25th St., Port Area, Manila
 318-7500 loc 117

TECHNICAL SPECIFICATIONS
Purchase of Heavy-Duty Multi-Function Printer
RFQ NO. NP-SVP-2021-49

Item	Purchaser's Specifications	Supplier's Specifications
1	<p>Heavy Duty Multi-Function Printer</p> <ul style="list-style-type: none"> • Scan, Copy and Print Function • Integrated refillable ink tank system (not converted), Wireless, All-in-One • 4 Ink Tank - Black, Cyan, Yellow, Magenta • Paper size: A4, A5, A6, B5, LTR, LGL, Executive, 4 x 6", 5 x 7", 7 x 10", 8 x 10" Envelopes DL, Envelopes COM10, Envelopes C5, Envelopes Monarch (98.4 x 190.5 mm), Square (3.5 x 3.5", 5 x 5"), Card Size (91 x 55 mm) <p>Customize size: Width 55 – 216 mm, Length 89 – 1200 mm</p> <ul style="list-style-type: none"> • Paper Weight: Plain Paper: 64-105g/m2, specialty paper: max paper weight: approx. 275g/m2 photo paper plus Glossy II (PP-201) • ISO Standard Print Speed (A4): up to 9.1 ipm black/5.0 ipm colour • Scanner: Flatbed CIS (Contact Image Sensory) • Optical resolution: 600x1200 dpi • Copier: A4/Letter (216x297mm) • Image quality: 3 positions (Economy, Standard, High) <p>General specs:</p> <ul style="list-style-type: none"> • Interface: USB 2.0 • Power: standard voltage (220V) • Frequency: 60Hz • Wireless, Wireless PictBridge, Mopria, Airprint, Direct Wireless • Recommended print volume: 150 – 1500 pages <p>System requirements:</p> <ul style="list-style-type: none"> • Windows 10 and MAC OS Compatible 	

Name of Company

Address

Signature Over Printed Name

Telephone/Fax Number

Email:

PRICE SCHEDULE
Purchase of Heavy-Duty Multi-Function Printer
RFQ NO. NP-SVP-2021-49

Item No	Item Description	Qty	Unit	ABC	Unit Price	Amount
1	Heavy Duty Multi-Function Printer	19	Pc	228,000.00		
Total Amount						

- All prices offered (unit price and total bid price) must be typed or written in indelible ink

After having carefully read and accepted your conditions, I/We quote you on the item/s at prices noted above.

Name of Company

Address

Signature Over Printed Name

Telephone/Fax Number

Email:

SCHEDULE OF REQUIREMENTS

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item	Description	Qty	Delivery Site	Delivered, Weeks/Months
1	Purchase of Heavy-Duty Multi-Function Printer	19	BOQ Manila, 25 th and A.C Delgado Sts., Port Area Manila	Delivery within thirty (30) calendar days upon receipt of NTP

Name of Company

Address

Signature Over Printed Name

Telephone/Fax Number

Email: