



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8405413
Procuring Entity PROVINCE OF BENGUET
Title 2 units photocopier
Area of Delivery Benguet

Solicitation Number: SV-0046-22	Status	Active
Trade Agreement: Implementing Rules and Regulations	Associated Components	1
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods	Document Request List	6
Category: Office Equipment	Date Published	08/02/2022
Approved Budget for the Contract: PHP 269,300.00	Last Updated / Time	08/02/2022 00:00 AM
Delivery Period: 30 Day/s	Closing Date / Time	15/02/2022 08:30 AM
Client Agency:		
Contact Person: JULIE P. TABCAO BAC -GOODS SEC CHAIRPERSON Benguet Province, La Trinidad Benguet Philippines 2601 63-74-4222609 Ext.135 pgobacgoods@benguet.gov.ph		

Description

2 units photocopier

Please refer to attached Request for Quotation

*****OSSP*****

Other Information

Download the attached RFQ and Memorandum to Canvassers by clicking the figure opposite the Associated Components on this page then submit both documents at BAC Office, 2nd floor, Capitol Building, La Trinidad or through e-mail at pgobacgoods@benguet.gov.ph

Created by Marie Claire Salbino Baldos
Date Created 07/02/2022

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Republic of the Philippines
PROVINCE OF BENGUET
 La Trinidad
BIDS AND AWARDS COMMITTEE
(GOODS AND SERVICES)

Quotation No.: SV-0046-22
 Purchase Request No.: 22-01-0050

February 02, 2022
 Date

MEMORANDUM TO:

Mr./Ms.: GERALDINE DULNUAN / JYLL LID-AYAN
 (Canvasser)

Kindly provide appropriate dealers/ establishments copy of the attached request for quotation and/or solicitation to Bid for the Purchase of 2 units photocopier with an ABC of 269,300.00 to be used by OSSP Their quotation /Bids shall be opened on February 15, 2022

NAME OF ESTABLISHMENT	ADDRESS	RECEIVED		
		Name	Signature	Date
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				


MIRIAM V. TIONGAN, DVM
Chairperson

CERTIFICATION

I/We the undersigned, hereby jointly and severally certify to have given each of the above dealers/establishments a copy of the solicitation bid papers and submit their quotations before the time of opening of the same.

CANVASSER/S:

GERALDINE DULNUAN / JYLL LID-AYAN
Signature over printed name/s

/clair

CERTIFICATION

This is to certify that the RFQ received is a download copy and submitted through email / courier.

NOLI U. GUIAD
Administrative Officer V



Republic of the Philippines
PROVINCE OF BENGUET
La Trinidad
**BIDS AND AWARDS COMMITTEE
(GOODS AND SERVICES)**

Purchase Request Number: **22-01-0050**
Name of the Project: **Purchase of 2 units photocopier**
Location of the Project: **OSSP**
Account Code: **1-07-05-020**

Date: **February 02, 2022**
Quotation No.: **SV-0046-22**
CAFOA No.: **100220100093**
Appropriation No.: **22-01-0121**

REQUEST FOR QUOTATION

Sir/Madam:

Kindly indicate your price quotation/s for the item/s listed below taking into consideration the specifications; submit this document duly signed by you or your authorized representative, to this office not later than **8:30 am** on **TUESDAY February 15, 2022** at the **BAC Goods and Services Office, 2nd Floor, Capitol Building, La Trinidad, Benguet.**

Indicate also the shortest delivery period should you opt to. You may fax your quotations through Telefax No. 074-422-2004 or thru e-mail at pgobacgoods@benguet.gov.ph or bacgoodsbenguet@gmail.com

Should your quotation/s be found reasonable, procurement shall ensue. The Provincial Government however, reserves the right to accept or reject your offer or quotation/s if found not in order.

Thank you very much.

MIRIAM V. TIONGÁN, DVM
Chairperson

REQUIREMENTS:

- This Request Form must be duly accomplished; all entries must be Typewritten or handwritten legibly and in pen.
- Delivery period shall be within 30 calendar days
- Warranty shall be for a period of **three (3) months** for supplies and materials and **one (1) year** for equipment reckoned from the date of acceptance by the provincial government, through the Provincial General Services Office.
- Price validity shall be for a period of **120 calendar days.**
- Documentary requirements **to be submitted with this RFO:**
 - Mayor's/ Business Permit (**proof of renewal if expired**)
 - BIR Certificate of Registration
 - PhilGEPS Registration No. _____ (kindly indicate)
 - Lates Income/ Business Tax Return (**if the ABC is above Php 500,000.00**)
** In lieu of a and c above, certified true copy of PhilGEPS Platinum membership may be submitted*
- Submit original copy of complete (paragraphs 1 to 10) Omnibus Sworn Statement **within three (3) days from Notice of this Body if the aggregate total ABC of the items quoted exceeds Php 500, 000.00**
- The procuring entity reserves the right to waive any defects in the tender or offer as well as the right to accept the bid most advantageous to the provincial government.

NOTE:

- All erasures to be countersigned.
- Kindly seal this document upon submission to the BAC Goods and Services Office

Item No.	QTY	UNIT	ITEM & DESCRIPTION (SPECIFICATIONS)	BRAND/ OFFER/ COMPLIANCE TO SPECS.	UNIT PRICE	TOTAL	Approved Budget for the Contract (ABC)
1	2	unit	PHOTOCOPIER				269,300.00
			Specifications:				
			System speed up to 22ppm				
			Panel size/resolution 5 line LCD / 128 x 64				
			System speed A3 up to 8ppm				
			1st page out time A4 6.5 sec or less				
			Warm-up time 15 sec or less				
			Toner technology HD polymerised toner				
			System memory 256 MB				
			USB 2.0				
			Automatic document feeder (optional) up to 130 originals; A5-A3; 35-128 g/m ² ;				
			Printable paper size A5-A3; customized paper sizes				
			Printable paper weight 64-157g/m ²				
			Paper input capacity (standard/max) 350 sheets / 1,350 sheets				
			Paper tray input 1 x 250 sheets; A5-A3; custom sizes 64-157g/m ²				
			Manual bypass 100 sheets; A5-A3; custom sizes; 64-157 g/m ²				
			Automatic duplexing A5-A3; 64-90 g/m ²				
			Output Capacity up to 250 sheets				
			System dimension (WxDxH) 607 x 570 x 458 mm (without options)				
			System weight 29.7kg/28.2 kg (without options)				
			Printer Specifications:				
			Print resolution 600 x 600 dpi				
			Page description language GDI				



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BIDS AND AWARDS COMMITTEE
(GOODS AND SERVICES)

Purchase Request Number: **22-01-0050**

Date: **February 02, 2022**

Name of the Project: **Purchase of 2 units photocopier**

Quotation No.: **SV-0046-22**

Location of the Project: **OSSP**

CAFOA No.: **100220100093**

Account Code: **1-07-05-020**

Appropriation No.: **22-01-0121**

	Scanner Specifications:		
	Scan Speed (mono/colour)		
	150 dpi: up to 55/20 ipm in simplex		
	300 dpi: up to 55/8 ipm in simplex		
	Scan resolution up to 600 x 600 dpi		
	Scan modes Scan-to-eMail; Scan-to-SMB; Scan-to-FTP; Scan-to-USB; TWAIN		
	Scan: file formats JPEG; TIFF; PDF		
	Copier Specifications:		
	Copy resolution 600 x 600 dpi; gradation 256 gradations		
	Multicopy 1-999; Original format Max. A3;		
	Magnification 25-400% in 0.1% steps		
	<i>*Note: service center should be within Baguio, Benguet</i>		
	OSSP		

PURPOSE: For use of Sangguniang Panlalawigan Members Office and Office of the Secretary to the Sanggunian **269,300.00**

DEALER'S OFFER (IF APPLICABLE)

Brand and Model: _____

Warranty period for supplies & materials: _____

Delivery Period: _____

Price Validity Period: _____

CANVASSERS:

CERTIFICATION

I hereby certify that I have personally conducted this canvass and that the price/s quoted is/are true and correct and the signature of the Representative of the establishment who submitted the quotation/s is/are genuine.

After having carefully read and accepted your terms and conditions, I hereby submit the above quotations for your appropriate action.

 (Name of Establishment per O.R. & address)

 (Signature over Printed Name of Owner/Representative)

 (Telephone/Cellphone Number or e-mail address)

GERALDINE DULNUAN / JYLL LID-AYAN
 PRINTED NAME & SIGNATURE OF AUTHORIZED CANVASSER

 Date