



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8653982
Procuring Entity PROVINCE OF BENGUET
Title PURCHASE OF ONE (1) UNIT MULTIFUNCTION COPIER MACHINE BY PHO
Area of Delivery Benguet

| | | |
|---|------------------------------|---------------------|
| Solicitation Number: SV-0846-22 | 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 | 3 |
| Category: Office Equipment | Date Published | 11/05/2022 |
| Approved Budget for the Contract: PHP 150,000.00 | Last Updated / Time | 11/05/2022 00:00 AM |
| Delivery Period: 30 Day/s | Closing Date / Time | 17/05/2022 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

PURCHASE OF ONE (1) UNIT MULTIFUNCTION COPIER MACHINE

Please refer to attached Request for Quotation

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 10/05/2022

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

Quotation No.: SV-0846-22
 Purchase Request No.: 2022-03-0670

May 5, 2022
 Date

MEMORANDUM TO:

Mr./Ms.: SALINIA L. CARBONEL
 (Canvasser)

Kindly provide appropriate dealers/ establishments copy of the attached request for quotation and/or solicitation to Bid for the One unit Multifunction Copier Machine with an ABC of 150,000.00 to be used by PHO Their quotation /Bids shall be opened on May 17, 2022

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

MIRIAM V. TRONGAN, DVM
hairperson

| CERTIFICATION | CERTIFICATION |
|---|---|
| <p>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.</p> <p>CANVASSER/S:</p> <p align="center">SALINIA L. CARBONEL <i>Signature over printed name/s</i></p> | <p>This is to certify that the RFQ received is a download copy and submitted through email / courier.</p> <p align="center">NOLI U. GUIAD <i>Administrative Officer V</i></p> |

/a/



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

Purchase Request Number: **2022-03-0670**
 Name of the Project: **One unit Multifunction Copier Machine**
 Location of the Project: **PHO**
 Account Code: **5-07-05-020**

Date: **May 5, 2022**
 Quotation No.: **SV-0846-22**
 CAFOA No.: **100220303442**
 Appropriation No.: **22-03-003796**

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** **May 17, 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 bacgoodshenguet@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. TIONEAN, DVM
 Chairperson

REQUIREMENTS:

1. This Request Form must be duly accomplished; all entries must be Typewritten or handwritten legibly and in pen.
2. Delivery period shall be within **30** calendar days.
3. 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.
4. Price validity shall be for a period of **120 calendar days.**
5. **Documentary requirements to be submitted with this RFO:**
 - a. Mayor's/ Business Permit (proof of renewal if expired)
 - b. BIR Certificate of Registration
 - c. PhilGEPS Registration No. _____ (kindly indicate)
 - d. Latest 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*
6. 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**
7. 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:

- a. All erasures to be countersigned.
- b. 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 | 1 | unit | Multifunction Copier Machine <i>Specifications</i> 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 polymerised toner System memory 256 MB USB 2.0 Automatic document feeder up to 130 originals; A5-A3; 35-128 g/m ² Printable paper size A5-A3; customized paper sizes Printable paper weight 64-157 g/m ² Paper tray input 1 x 250 sheets; A5-A3; custom sizes; 64-157 g/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 (W x D x H) 607 x 570 x 458mm (without options)-Approx. System weight 29.7kg/28.2kg (without options)-Approx. PRINTER SPECIFICATIONS Print resolution 600 x 600dpi Page description language GDI SCANNER SPECIFICATIONS Scan speed (mono/colour) 150dpi : up to 55/20 ipm in simplex 300dpi : 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 | | | | 150,000.00 |



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

| | | | |
|--------------------------|--|--------------------|---------------------|
| Purchase Request Number: | 2022-03-0670 | Date: | May 5, 2022 |
| Name of the Project: | One unit Multifunction Copier Machine | Quotation No.: | SV-0846-22 |
| Location of the Project: | PHO | CAFOA No.: | 100220303442 |
| Account Code: | 5-07-05-020 | Appropriation No.: | 22-03-003796 |

| | | | |
|--|--|--|--|
| COPIER SPECIFICATIONS | | | |
| Copy resolution 600 x 600dpi; Gradation 256 gradations | | | |
| Multicopy 1-999; Original format Max. A3; | | | |
| Magnification 25-400% in 0.1% steps; | | | |
| With 2 pcs additional Toner | | | |
| PHO | | | |

PURPOSE: For reproduction of office documents and IEC materials. **150,000.00**

DEALER'S OFFER (IF APPLICABLE)
 Brand and Model: _____ Warranty period for supplies & materials: _____
 Delivery Period: _____ Price Validity Period: _____

CANVASSERS:

| | |
|---|---|
| <p style="text-align: center;">CERTIFICATION</p> <p>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.</p> <p style="text-align: center;">SALINIA L. CARBONEL</p> <p style="text-align: center;">PRINTED NAME & SIGNATURE OF AUTHORIZED CANVASSER</p> | <p>After having carefully read and accepted your terms and conditions, I hereby submit the above quotations for your appropriate action.</p> <p>_____</p> <p style="text-align: center;">(Name of Establishment per O.R. & address)</p> <p>_____</p> <p style="text-align: center;">(Signature over Printed Name of Owner/Representative)</p> <p>_____</p> <p style="text-align: center;">(Telephone/Cellphone Number or e-mail address)</p> <p>_____</p> <p style="text-align: center;">Date</p> |
|---|---|

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