



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8581304
Procuring Entity PROVINCE OF BENGUET
Title One (1) unit Photocopier by PGSO
Area of Delivery Benguet

Solicitation Number:	SV-0606-22	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	4
Category:	Office Equipment	Date Published	05/04/2022
Approved Budget for the Contract:	PHP 200,000.00	Last Updated / Time	05/04/2022 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	12/04/2022 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			
One (1) unit Photocopier			
Please refer to attached Request for Quotation *****PGSO*****			
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 04/04/2022

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

Quotation No.: SV-0606-22 April 12, 2022
 Purchase Request No.: 22-03-0669 Date

MEMORANDUM TO:

Mr./Ms.: MARK LOUIE D. POGO-EN
 (Canvasser)

Kindly provide appropriate dealers/ establishments copy of the attached request for quotation and/or solicitation to Bid for the 1 unit Photocopier with an ABC of 200,000.00 to be used by PGSO Their quotation /Bids shall be opened on April 12, 2022

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

MIRIAM V. TIONGAN, DVM
 Chairperson

<p style="text-align: center;">CERTIFICATION</p> <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 style="text-align: center;"><u>MARK LOUIE D. POGO-EN</u> <i>Signature over printed name/s</i></p>	<p style="text-align: center;">CERTIFICATION</p> <p>This is to certify that the RFQ received is a download copy and submitted through email / courier.</p> <p style="text-align: center;"><u>NOLI U. GUIAD</u> <i>Administrative Officer V</i></p>
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Republic of the Philippines
 PROVINCE OF BENGUET
 La Trinidad
BIDS AND AWARDS COMMITTEE
(GOODS AND SERVICES)

Purchase Request Number: 22-03-0669
 Name of the Project: 1 unit Photocopier
 Location of the Project: PGSO
 Account Code: 1-07-05-020

Date: April 12, 2022
 Quotation No.: SV-0606-22
 CAFOA No.: 100210100312
 Appropriation No.: 21-01-000387

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 April 12, 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. TIONGAN, 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. 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*
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	Photocopier				200,000.00
			>Copier with DF-628 Document Feeder and Desk DK513				
			Specifications:				
			> Printing and copying speed: max. 28ppm(A4),max. 14ppm(A3)				
			> Laser print system with 256 gradation				
			>Paper feeder. 1,100 sheets				
			>Can do mobile printing. free print application connects ios or android devices for intuitive scanning and printing				
			>printer resolution: 1,800 x 600 dpi				
			>Printable paper weight:60-220 gsm				
			>Bypass: 100 sheets, 60-220 gsm				
			>Scan and Copy resolution :600 x 600 dpi				
			>Zoom 25-400% in 0.1% steps,auto-zooming				
			>First A4 copy 5.3 seconds				
			>Autoduplex speed 28 ppm: 60-209 gsm				
			>Driver: Windows Vista 7/8/8.1 (32/64)				
			Windows Server 2003/2003R2/2008R2 (32/64)				
			Winodws Server 2012/2012 R2 (64)				
			Macintosh OS X 10. x, Unix, Linux, Citrix				
			> Warm up time: Approx 20 seconds				
			>Dimension: (w x d x h) 585 x 660 x 735mm (w/o options)				
			>Weight: Approx 56.5 kg (w/o options)				
			>Power:220-240 V, 50/60 Hz, less than 1.5kW				
			>Memory: 2,048 MB				
			>Scanning speed: 45 opm				
			>Scanning destination: 2,100 LDAP support				
			>Multi copy:1-9,999				
			>Toner lifetime: 23,000 pages				
			>Imaging unit life: 100,000 pages/600,000 pages (drum/developer)				
			>Atleast One(1) year warranty on parts and labor and				



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 La Trinidad
BIDS AND AWARDS COMMITTEE
(GOODS AND SERVICES)

Purchase Request Number:	22-03-0669	Date:	April 12, 2022
Name of the Project:	1 unit Photocopier	Quotation No.:	SV-0606-22
Location of the Project:	PGSO	CAFOA No.:	100210100312
Account Code:	1-07-05-020	Appropriation No.:	21-01-000387

	lifetime preventive maintenance service		
	>With service center in Baguio City		
	PGSO		

PURPOSE:	To be used by at the PGSO Inspection and Acceptance Unit	200,000.00
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DEALER'S OFFER (IF APPLICABLE)

Brand and Model: _____	Warranty period for supplies & materials: _____
Delivery Period: _____	Price Validity Period: _____

CANVASSERS:

<p>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;">MARK LOUIE D. POGO-EN</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>_____ (Name of Establishment per O.R. & address)</p> <p>_____ (Signature over Printed Name of Owner/Representative)</p> <p>_____ (Telephone/Cellphone Number or e-mail address)</p> <p>_____ Date</p>
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