



**REQUEST FOR QUOTATION**

DATE: June 22, 2022

PURCHASE REQUEST NO.: **ISD FUND 2022-06-29**

CANVASS NO. 30

Gentlemen:

Please quote your lowest price, taxes included, and subject to the terms and conditions that you may encounter purposely for article (s) and/or service(s) enumerated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached here with.

Very truly yours:

  
**EDITHA S. VINUYA**  
 BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	1	unit	<b>Network Copier/Printer/Scanner</b> -7.0 inch LCD touchscreen; Free-Tilting Control Panel -Engine Speed: 25 pages/min (color & amp; B/W) -Scanning Speed: 52 originals/min (color & amp; B/W) -Scan To: Email, FTP server, Network Folder, Desktop, USB drive -100 Sheet Reversing Single Pass Feeder -850 Sheet paper capacity -One (1) 250 sheet paper cassette tray -One (1) 500 sheet paper cassette tray -100 sheet Multi-bypass feeder -Paper Size: Short, A4, Legal Max. A3W (12"x 18") -Print Resolution: 600 x 600 dpi (9600 equivalent) x 600 dpi -Paper Weight: 1st tray: 60 g/m to 105 g/m -2nd tray: 60 g/m to 220 g/m -Multi-bypass tray: 55 g/m to 256 g/m -Warm up time: 17 sec. -Memory: Standard: 5GB, 128GB SSD -Duplex printing & amp; Rotation sorting -Multi-crop and image crop function -Print hold, confidential print -Auto Power shut-off Mode -USB Memory printing -User Authentication: Covering up to 30 users -Document Filing: Main & amp; custom folders: 5,000 pages or 500 files -Quick file folder: 5,000 pages or 500 files -Lifetime Free Service -Warranty One (1) year or 300,000 copies, prints, scans whichever comes first		

PURPOSE:

For official use of Agricultural Training Institute such as printing, scanning and copying of various financial documents.

Pls. submit the following eligibility documents:

- Mayor's/Business Permit
- Income Tax Return
- Notarized Omnibus Sworn Statement
- PhilGEPS Registration Number/Red Membership
- Certificate of Sole Distributorship

Note: Pls. provide also the following: contact information such as email address and mobile/landline numbers; Tax Identification Number and Bank Details

I hereby certify that I am in the position to furnish the above article(s), service(s) at the prices and in quantities as called for except as I have indicated. The articles are available in our stock for immediate delivery to the Agricultural Training Institute, Elliptical Road, Diliman, Quezon City

MODEL: \_\_\_\_\_  
 DELIVERY PERIOD: \_\_\_\_\_  
 WARRANTY PERIOD: \_\_\_\_\_  
 PRICE VALIDITY: \_\_\_\_\_  
 CANVASS BY: \_\_\_\_\_  
 DATE: \_\_\_\_\_

\_\_\_\_\_  
 Signature Over printed name of proprietor/Manager  
 or Authorized Representative