



August 12, 2022

Date

REQUEST FOR QUOTATION SMALL VALUE PROCUREMENT

INSTRUCTION:

1. Bidders are required to read the instructions and fill all the blanks properly, Prospective Bidders/Suppliers are required to use this official canvass form in accomplishing their bid proposals/quotation.
2. Any specifications other than those required/stated in this form shall not be considered in their evaluation of bid.
3. Quotation must be the lowest price(s), taxes included for the item(s) services listed hereunder including delivery charges.
4. Always indicate the brand name of the offered items (s) or product.
5. Price quotation(s) submitted shall be valid for ONE HUNDRED TWENTY DAYS (120) days reckoned from the deadline for submission of quotations.
6. Terms of payment-Thirty (30) days from delivery of items(s)
7. **Only sealed quotations shall be considered by BAC. The Bidders/Suppliers or Authorized Representative shall indicate on the envelope the RFQ Number and the company name of the bidder/supplier.**
8. Awarding shall be done by **LOT /CATEGORY** only.
9. Delivery and/or Installation Period: 15 working days upon receipt of Notice to Proceed

ADMIN DEADLINE FOR SUBMISSION OF BIDS
2022-08-

August 17, 2022
Date

4:00 PM
Time

PR No. 195A End-user: MARITES C. GEALONE ABC: 198,000.00

Qty.	Unit	Item/Description	ABC (PhP)	Offered brand	Unit price	Total cost
1	unit	Digital Photocopying Machine-Heavy Duty	198,000.00			
		Specifications:				
		Minimum 25 cpm/ppm or higher				
		Minimum 37 ipm or up (scanning speed)				
		Copy size: Min. A5, Max. A3 (11' x 17")				
		Paper capacity: 850 sheets, 2 tray (250+500)				
		Bypass tray: 100 sheets				
		Document feeder: 100-sheets Reversing Single Pass Feeder				
		Memory: Min. 2GB				
		Poster printing: Print Data by up to 16 times (4x4)				
		Multiple Scan destination: Sent to an FTP server, Network Folder, USB Drive				
		Display panel: 7.0 inch. Touchscreen color LCD				
		Quick MFP Status Check: with LED Lamp Green and Red on control panel				
		Consumable: Toner (B) min. 18,000 pages, max. cost-P5,000				
		Toner Color (C/M/Y): min 10,000 pages, max. cost-P7,000 pc				
		Drum B & CMY min. 120,000 pages, max. cost P3,500 per color				
		Warranty: one (1) year on parts, Lifetime Free Labor Service onsite				
		Complete package: with plus one (1) extra set of toner for black, Cyan, Magenta, yellow				

LOLITA M. JUMALON

G-EPS Posted

PAUL C. LIMSON, DVM

Chair, Bids and Awards Committee

CANVASSER'S CERTIFICATION

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for the Bureau of Animal Industry.

(Signature Over Printed Name)

Authorized Canvasser

The BAI Bids and Awards Committee (BAC)
Visayas Avenue, Diliman, Quezon City

Sir/Madam:

In connection with the above request, I/We hereby submit our quotation indicated above. I/We have carefully read and fully understand the minimum requirements and agree to furnish and/or effect delivery in conformity with specifications any or all said articles/services described above within _____ working days from receipt of Purchase Order.

Signature Over Printed Name

Name of Company

Tax Identification Number

Telephone Number(s)

Address

(To be filled by Supplier)
Date accomplished

Mandatory Requirements for submission:

- | | |
|---|--|
| ✓ Mayor's Permit (Updated) | ✓ Income Tax Return (for ABCs above P500k) |
| ✓ PhilGEPS Registration/Certificate (Updated) | ✓ Omnibus Sworn Statement (For ABCs above P50K) (Unnotarized OSS may be submitted provided that the notarized OSS shall be submitted prior to issuance of Notice of Award. |