



**REQUEST FOR QUOTATION  
ALTERNATIVE METHOD OF PROCUREMENT**

Sir/Madam:

Date: September 16, 2020

Please give your quotation at Government price on the following articles/materials urgently needed to be purchased.

ITEM#	QTY.	UNIT	ITEMS DESCRIPTION	ABC		SUPPLIER'S PRICE OFFER	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	1	unit	<b>Printer (4 Colors, Multifunction)</b>	10,000.00	20,000.00		
			1. Branded & Brand-new				
			2. Product Type: Photo Inkjet Printer				
			3. Ink Technology: Dye Ink (Continuous Ink Supply System/CISS)				
			4. Printer Function: Print, Scan, Copy				
			5. ADF-Automatic Document Feeder Function: Yes				
			6. Printing Resolution: 5,760 x 1,440 DPI				
			7. Printing Speed: At least 12 ppm (Monochrome), 30 ppm (colored)- Draft at least 9 ipm (Monochrome), 4 ipm (Colored)				
			8. Colors: Magenta, Yellow, Cyan, Black				
			9. Page Yield: 3,000 Pages per bottle (at least)				
			10. Paper Formats: A4, A5, A6, B5, C6 (Envelope), (DL Envelope), No. 10 (Envelope), Letter, 9 x 13 cm, 10 x 15cm, 13 x 18 cm 16:9, Legal				
			11. Supply Voltage: AC 100 V-240 V, 50Hz-60 Hz				
			12. Power Supply: 100V 110V, 220V, 240V				
			13. Supported OS: Windows Server 2003, 2008, 2012, XP, Vista 7,8, 8.1 10 MAC OS 10.6.8 or later				
			14. Interfaces: USB 2.0 /1.1 (at least)				
			15 Warranty: Minimum 1 year warranty on parts and labor within metro manila				
			16. Include (1) one standard ink set for all the colors consumable per unit that is compatible with the provided unit (Note: Introductory/Starter ink-set packaged with the unit is different from this)				
			<b>Requirements: (3 sets in 3 separate sealed Enveloped)</b>				
			1. Philgeps Platinum Cert. or Red				
			2. SEC/DTI Registration				
			3. Income tax return				
			4. Mayor's Permit				
			All Requirements must have Stamp of Certified Truecopy with your name and Signature				
			Deadline of submission on March 9, 2020 @ 10:00AM on Procurement Department				
			<b>VAT Inclusive :</b>				

**Important:**

- 1.) This is an emergency purchase and all items/materials listed must be delivered within seven (7) working days after the receipt of the approved PURCHASE ORDER.
- 2.) A winning dealer who fails to make delivery of the items being purchased within specified date, whether in whole or in part, SHALL BE CONSIDERED A DEFAULTING BIDDER and shall therefore be subjected to OPEN MARKET of the items/materials NOT DELIVERED and the DIFFERENCE IN PRICE to be charged against said defaulting bidder.
- 3.) The Government reserves the right to reject any or all bids or quotations, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the canvass.

Name of Company:

Address:

Telephone #:

Authorized Representative:

**DOMINICK M. DIAZ, MGM**  
Head, Procurement Department

**Mhelet S. Benales**  
Canvasser