

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Note: Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph and register for free."

RFQ No.: 23-0781 -NP-SVP

Date: 9 May 2023

Company Name: _____
Company Address: _____
Contact Person: _____
Contact No.: _____
PhilGEPS Reg. No.: _____
Company TIN: _____

Item No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications (Please fill out the detailed specifications in the space provided)	Unit Cost	Total Cost
	5	PCS	Printer with scanner and feeder			
			Function: Print , Copy, Scan			
			Memory: 128MB			
			Printer Interface: USB Wireless			
			Display: 16 Characters x 1 Line LCD			
			Mobile Connectivity: Airprint, iPrint&Scan, Mopria			
			Web Connect & Wifi Direct : Wifi Direct Only			
			Print Resolution: Up to 1200 x 6000 dpi			
			Auto 2 sided printing : Yes			
			Copy Speed: Up to 13ipm (mono) & 10.5ipm (colour)			
			Scan Resolution: Up to 1200 x 2400 dpi			
			Scan to functions: Email, Image, File , OCR			
			Paper Input : Standard Tray 150 Sheets			
			Media Sizes: A4 , LTR, EXE, A5, Photo 10x15cm, Index card 13x20cm, C5 Envelope, COM-10, DL Envelope, Photo 10x15cm , 9x13cm, 13 x18cm			
			Media Type Standard Tray: Plain , Inkjet, Glossy(cast/resin), Recycled (Media weight 64- 220g /m2)			
			Media Type Manual Speed Slot: Plain , Inkjet, Glossy(cast/resin), Recycled (Media weight 64- 300g /m2)			
	1	PC	Printer- copy and scan			
			Type:All-in-one Printer			
			Resolution:5760 x 1440dpi			
			Print Speed (Black and White) :33ppm			
			Print Speed (colour) : 15ppm			

		No. of Catridge: 4		
		Duty Cycle: 5000pages		
		Power Consumption(StandbyL:4.3W		
		Monthly Print Volume: 225pages		
		No of Nozzle : 4		
		Weight:3.9kg		
		*****NOTHING FOLLOWS*****		
		Approved Budget for the Contract		
		(ABC): PhP 125,000.00		

PURPOSE:

BANGUN PROJECT - PSD - TO BE USED IN 2023 BANGUN IMPLEMENTATION

PR No.

2023-05-0781

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O) upon receipt of the P.O. FAILURE to sign the original P.O means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.

ARNEL V. RADAZA

Procurement Officer

Supplier

Signature over Printed Name

Company Name: _____
Company Address: _____
Contact Person: _____
Contact No. : _____
Philgeps Reg. No. : _____
Company TIN: _____

RFQ No. 23-0781 -NP-SVP
Date: 09-May-23

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A**. Failure to indicate information could be basis for non – compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in **Annex A** please attach in your quotation a duly notarized certification to this effect.

As a condition for award, you will be required to submit the following documentary requirements:

- * **Accomplished Quotation (for goods or infra)/Proposal (for consulting)**
- * **Mayor's Permit**
- * **PhilGEPS Registration No.**
- * **PCAB license (for infra)**
- * **Income/Bussines Tax Returns for Contract with an ABC amounting above Php. 500k**
- * **Notarized Omnibus Sworn Statement for contracts with an ABC amounting to above Php. 50,000.00**

Note:Submission of PhilGEPS Platinum Certificate of Registration and Membership is acceptable in lieu of the Mayor's Permit and PhilGEPS Reg. No.

Please accomplish and submit this form together with Annex A and all the required documents to DSWD – Procurement Unit, DSWD Field Office 10, Masterson Avenue, Upper Carmen, Cagayan de Oro City or email it to bac.fo10@dswd.gov.ph not later than _____. Quotations submitted to different email address as stated above shall not be considered for evaluation.

Very Truly Yours,

ARNEL V. RADAZA
DSWD 10 Procurement Officer

Terms and Conditions:

1. Award shall be made on per: Item Basis Total Quoted Price Lot Basis
2. Quotation validity shall be: **6 Months**
3. Goods/Services shall be delivered/conducted within **15-30 working days upon receipt of PO**
4. Place of Delivery **DSWD Field Office 10**
5. Terms of Payment: **15-30 days after the inspections**

Payment through **LDDAP-ADA (List of Due and Demandable Accounts Payable-Advice to Debit Account)**.

Account Name: _____ Account Number: _____
Bank Name: _____

***Note: Non Land Bank of the Philippines accounts shall be charged a service fee.**

6. Liquidated Damages/Penalty: *In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.*
7. For goods, please indicate brand, model and country of origin.
8. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
9. Please indicate Warranty _____
10. In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.
11. NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph and register for free."

ARNEL V. RADAZA
Procurement Officer

Supplier
Signature over Printed Name

Republic of the Philippines
Department of Social Welfare and Development
Field Office No. 10
Cagayan de Oro City

PROOF OF RECEIPT

Quotation No: 23-0781 -NP-SVP

Items: Print Speed (Black and White) :33ppm

Purpose: BANGUN PROJECT - PSD - TO BE USED IN 2023 BANGUN IMPLEMENTATION

Company Name	Representative	Position / Designation	Date	Signature

Canvasser