



REQUEST FOR QUOTATION/BID FORM

Date: June 27, 2025
PR No.: 2025-03-473/474/476/543/712
Fund: 164
End-User: OUBS/Ian V. Aranel
CEA/ Engr. Dexter T. Toyado
CIT/Jade Jean P. Uchi

Project Name: PROCUREMENT OF ICT EQUIPMENT FOR CATSU MAIN VARIOUS OFFICES
ABC: One Hundred Forty Six Thousand Pesos (Php 146,000.00)
Mode of Procurement: SHOPPING (Section 52.1(b) of the 2016 RIRR of RA 9184)
Mode of Evaluation: Lot Evaluation
Delivery Period: Twenty Five (25) calendar days upon receipt of P.O.

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions below and submit your quotation duly signed by your representative not later than **JULY 2, 2025** sealed in an envelope.


ROMMEL S. TORRES
BAC Vice-Chairperson

Note:

1. Bidder shall provide correct and accurate information required in this form. All entries must be typewritten or legibly written.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. Price quotation/s to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
4. Bidder may submit, if available, original brochure showing certifications of the product being offered.
5. Quotations through email is acceptable. Winning bidder shall submit original signed RFQ before issuance of Purchase Order.
6. Documentary requirements shall be attached upon submission of the quotation:

a. Mayor's/Business Permit

b. PhilGEPS Registration Certificate

c. Income/Business Tax Returns (for ABC's above P500K)

d. Omnibus Sworn Statement (for ABC's above P50K) - for submission upon receipt of Notice of Award

| Item No. | Description | QTY | UOM | BID OFFER | | Offered Specs/ Brand/Model | Remarks |
|----------|---|-----|-----|------------|-------------|-------------------------------|---------|
| | | | | Unit Price | Total Price | | |
| 1 | DESKTOP COMPUTER with USB Wired Keyboard and Mouse; Intel Core i3-12100 processor, 4 cores, 8 threads, 12MB L3 Cache, 3.3GHz Base 4.3 GHz; Max Frequency 60W PBP; 8GB DDR4 3200MHz UDIMM; 256GB M.2 2280 PCI-E SSD + 1TB HDD 3.5-inch 7200 RPM; NVIDIA GeForce GT 1030 with 2GB of DDR5; Windows 11 with KA220HQ bmix 21.5in Monitor; Wireless LAN and Bluetooth 4.2 LE; with Licensed Windows Application Monitor: KA220HQ bmix; Size: 21.5in; Input: VGA + HDMI + SPK; Max Res: 1920x1080 @ 60hz; Technology: TN; Colors: 16.7 million; Glare: None; Response Time: 5 mins; with VGA + HDMI Cable | 1 | set | | | | |



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|---|--|---|------|--|--|--|--|
| 2 | <p>SCANNER Speed: Up to 85 pages per minute (ppm) or 170 images per minute (ipm) for duplex scanning at 300 dpi in both color and grayscale. Optical Resolution: 600 x 600 dpi. Daily Duty Cycle: Rated for up to 14,000 sheets per day. Document Handling: Automatic Document Feeder (ADF) Capacity: Holds up to 100 sheets of 80 g/m² paper. Supported Paper Sizes: Minimum 50.8 x 50.8 mm; maximum 215.9 x 6,096 mm. Paper Weight: Supports documents ranging from 27 to 413 g/m². Features: Display: Equipped with a 1.44-inch color LCD for easy operation and job management. Paper Protection: Features automatic stop upon detection of abnormal paper feeding or stapled/folded paper to prevent document damage. Automatic Size Recognition: Automatically detects and scans documents of varying sizes in a single batch. Flatbed Option: Compatible with an optional flatbed dock for scanning books, fragile documents, or items like receipts. Connectivity and Compatibility: Interface: USB 3.0. Supported Operating Systems: Windows XP/Vista/7/8/8.1/10/Server 2003/2008/2012/2016; Mac OS X 10.6.8 or later. Scanner Driver Compatibility: TWAIN, SANE, WIA, ICA, ISIS. Physical Specifications: Dimensions (W x D x H): 296 x 169 x 167 mm. Weight: Approximately 3.6 kg. Power Consumption: Operating: Approximately 20W. Sleep Mode: Approximately 1.4W. Ready Mode: Approximately 8.5W. Power Off: Approximately 0.1W.</p> | 1 | unit | | | | |
| 3 | <p>PRINTER Printing: Technology: On-demand inkjet (Piezoelectric) Resolution: Up to 5760 x 1440 dpi with Variable-Sized Droplet Technology Speed: Up to 10 ipm (black) and 5.0 ipm (color) per ISO 24734 standard First Page Out Time: Approximately 10 seconds (black) and 16 seconds (color) Borderless Printing: Supported up to 4R size Scanning: Type: Flatbed color image scanner Sensor: Contact Image Sensor (CIS) Optical Resolution: 1200 x 2400 dpi Maximum Scan Area: 216 x 297 mm (8.5 x 11.7 inches) Copying: Speed: Up to 7.7 ipm (black) and 3.8 ipm (color) per ISO 29183 standard Maximum Copies: 20 copies from standalone operation Resolution: Up to 600 x 600 dpi Paper Handling: Input Capacity: Up to 100 sheets of A4 plain paper (80 g/m²) Output Capacity: Up to 30 sheets of A4 plain paper Paper Sizes Supported: A4, A5, A6, B5, Legal, Letter, 4 x 6 inches, 5 x 7 inches, Envelopes (DL, C6, No.10) Paper Feed Method: Friction feed Connectivity: Interfaces: USB 2.0, Wi-Fi IEEE 802.11b/g/n, Wi-Fi Direct Mobile Printing: Compatible with Epson iPrint, Epson Email Print, Remote Print Driver, and Google Cloud Print Ink System: Ink Bottles: Black (4,500 pages yield), Cyan, Magenta, Yellow (7,500 pages composite yield) Refill System: Spill-free and error-free refilling with esignated nozzles Physical Dimensions: Size (W x D x H): 375 x 347 x 179 mm Weight: Approximately 3.9 kg Power Consumption: Operating: Approximately 12 W Standby: Approximately 4.3 W Sleep Mode: Approximately 0.7 W Power Off: Approximately 0.3 W Compatible to Windows application</p> | 3 | unit | | | | |



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|--|--|--|--|--|--|--|
| Operating: Approximately 12 W Standby: Approximately 4.3 W Sleep Mode: Approximately 0.7 W Power Off: Approximately 0.3 W Compatible to Windows application | | | | | | |
| TOTAL BID PRICE | | | | | | |

After having carefully read and accepted your General Conditions, I/We submit our quotation/s for the item/s above.

Signature over Printed Name

Position/Designation

Office Mobile No. / E-mail Address

TERMS AND CONDITIONS

1. Quotations exceeding the Approved Budget for the Contract shall be rejected.
2. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
3. The item/s shall be delivered according to the accepted offer of the bidder.
4. Payment shall be processed after delivery and upon submission of the required supporting documents, in accordance with existing government accounting rules and regulations.
5. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CatSU may rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
6. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 12009 and its IRR.