



Republic of the Philippines  
 Province of Pampanga  
 Bids and Awards Committee  
 Provincial Capitol, City of San Fernando, (P) / (045) 435-5122

P.R. No./Date/End User: 22-2666/7-20-22/PVET  
 Purpose: For use of the Office.

RFQ No. 220550  
 JUL 28 2022

REQUEST FOR QUOTATION  
 (SHOPPING)

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Tel. No. : \_\_\_\_\_

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this Office duly signed by you or your representative not later than 4:00 p.m. **AUG 01 2022**

APPROVED BUDGET FOR  
 THE CONTRACT (ABC):  
 PhP 170,000.00

**FRANCIS V. MASLOG**  
 Vice-Chairperson *pm*  
 Bids and Awards Committee

TERMS AND CONDITIONS:

- All quotations may be typewritten or handwritten, placed in a sealed envelope.
- All quotations shall be valid for one hundred twenty (120) calendar days from the submission of the same.
- Any erasures or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative.
- Interested suppliers are required to submit their valid current Mayor's Permit, PhilGEPS Registration Number. For new businesses, submit the BIR Certificate of Registration.
- The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for everyday of delay.
- The Provincial Government of Pampanga reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected supplier/s.
- The PGP also reserves the right to waive any required formality in the proposals received, and select the proposal which it determine to be the most advantageous to the government.

Item No.	Quantity	Unit	Item Description	Unit Price	Total Price
1.	1	unit	<b>Digital Black &amp; White Multifunctional Printer</b>		
			-With Automatic Document Feeder (ADF)		
			-With one (1) bypass and two (2) paper trays		
			Memory: at least 512 MB		
			Copy & Scan Resolution: 600x600 dpi		
			Copier Zoom: at least 25%		
			Scan Size: A4, A6, B4, B5, Letter, Legal, A3		
			Network Interface: Ethernet 10 base-T/100 base-TX/1000 Base-T, USB 2.0		
			Network Interface: Wireless LAN (IEEE 802.11 a/b/g/n/ac)		
			Paper size: A4, A6, B4, B5, Letter, Legal, A3		
			Others: With free toner and cabinet		
			Warranty: 1 year warranty on parts and lifetime maintenance services.		
			<b>Terms of Reference:</b>		
			1. Brochure of the item/s being offered must be indicated in the quotation.		
			2. Must be an accredited service provider of the brand Manufacturer/Distributor		
			Continue next page....Page 1 of 2		

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Item No.	Quantity	Unit	Item Description	Unit Price	Total Price
			The procuring entity reserves the right to conduct product testing/inspection if necessary to determine the fitness of the item/s being offered by prospective supplier/s.		
			<b>After-Sales Service:</b>		
			1. One (1) year warranty		
			2. Replacement of defective items within 24 hours upon notification by the end-user.		
			<b>Schedule of Requirements:</b>		
			-Delivery within ten (10) days upon receipt of NOA/PO		
			x-x-x-x-x-x-x-x-x-x-x-x-x-x Page 2 of 2		
			<b>Total Lot Price</b>		

THE BIDS AWARDS COMMITTEE:

Having carefully read and accepted your Terms and Conditions, including the technical specifications, I/We offer to supply/deliver the item/s as noted above.

\_\_\_\_\_  
Supplier's authorized representative signature over printed name  
Designation: \_\_\_\_\_  
Contact No.: \_\_\_\_\_  
Email Address: \_\_\_\_\_

\_\_\_\_\_  
BAC Canvasser

\* JCL

*Amw*