

Republic of the Philippines  
**BIDS AND AWARDS COMMITTEE**  
 (Goods and Services)  
 City Government of Baguio  
 Baguio City

Standard Form No.: SF - GOODS-60

Revised on: September 5, 2016

Standard Form Title: Request For Quotation

Reference No: 1658

Solicitation No: 1153 Small  
Value Procurement

Date: September 7, 2018

OBR #

Sir/Madam:

Please quote your price of item.s listed below as per specifications, stating the shortest time of delivery. Please submit your quotation duly signed by you or your representative to the Bids and Awards Committee not later than 2:00 PM \_\_\_\_\_ c/o the BAC Secretariat, City General Services Office, City Hall, Baguio City. you may fax your quotations through Telefax No. (074)424-5148.

We may purchase the item/s from your company if the offer is found to be reasonable and advantageous to the City Government of Baguio. But we reserve the right to accept or reject the offer or all quotation found not in order.

Thank you very much.

**NOTE:****ATTY. LETICIA O. CLEMENTE**

BAC Chairperson and City Budget Officer

**"PLEASE SEAL YOUR BIDS"**

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BID PRICE PER UNIT	TOTAL BID PRICE
1	1	LOT	Photopier c/o CADMO	350,000.00		
	1	unit	Photocopier - TECHNICAL SPECIFICATIONS: System Specifications: Panel size/resolution – 7"/800x480 System memory – 2,048 MB (standard) System hard disk – 250 GB (standard) Interface – 10-base-T/100-base-T/1,000-base-T Ethernet: USB 2.0; Wi-Fi 802.11b/g/n (optional) Automatic document feeder – Up to 100 originals; A6-A3; 35-128 g/m2 RADF optional available Printable paper size – A5-A3; A65; banner paper, max. 1,200x297mm Paper input capacity – Standard: 1,100 sheets; Max.:3,600 sheets Tray 1 – 500 sheets; A5-A4; 60-256 g/m2 Tray 2 - 500 sheets; A5-A3; 60-256 g/m2 Manual bypass – 100 sheets; A6-A3; custom sizes; banner; 60-256 g/m2 Automatic duplexing – A5-A3; 60-256 g/m2 Output capacity (with finisher) – Max.: 3,300 sheets Output capacity (without finisher) – Max.: 250 sheets Stapling – Max.: 50 sheets or 48 sheets + 2 cover sheets (up to 209 g/m2) Stapling output capacity – 1,000 sheets PRINTER SPECIFICATIONS Print resolution – 1,800 (equivalent) x 600 dpi SCANNER SPECIFICATIONS Scan speed (with optional document feeder)(mono/colour) – p to 45 ipm Scan resolution – Max.: 600x600 dpi File formats – TIFF; PDF; Compact PDF; JPEG; XPS; Compact XPS Optional: DOCX; XLSX; PDF/A; searchable PDF; linearised PDF FAX SPECIFICATIONS Fax transmission – Analogue; i-Fax; Colour i-Fax; IP-Fax Fax resolution – Max.; 600x600 dpi (ultra-fine) Fax compression – MH; MR; MMR; JBIG Fax modem – Up to 33.6 Kbps Fax destinations – 2,100 (single + group) BUNDLED PACKAGE Electronic Stapler EH-70F -			

\*\*Please submit and accomplish the attached Omnibus Sworn Statement together with this form\*\*

PURPOSE: Photocopier for Tourism and Special Events Division

\_\_\_\_\_  
Name of Establishment

\_\_\_\_\_  
Philgeps Registry No.

\_\_\_\_\_  
Printed Name and Signature of Bidder

\_\_\_\_\_  
Address and Contact Number

\_\_\_\_\_  
TIN