

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: 8100
 Solicitation No: 1255 Small
 Value Procurement
 Date: September 10, 2019
 OBR #

Sir/Madam:

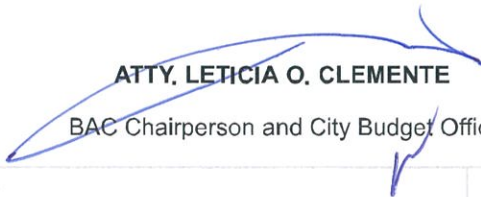
Please quote your price of item,s listed below as per specifications, stating the shortest time of delivery. Please submit your quotation duly signed by you or your representative to the Bids and Awards Committee not later than 2:00 PM _____ c/o the BAC Secretariat, City General Services Office, City 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:

"PLEASE SEAL YOUR BIDS"


ATTY. LETICIA O. CLEMENTE
 BAC Chairperson and City Budget Officer

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BID PRICE /UNIT	TOTAL BID PRICE
1	1	LOT	Scanner c/o CPDO	50,000.00		
	1	unit	Scanner - Scanner Type:Automatic Document Feeder (ADF), Duplex Scanning, Scanning Modes:Color, Grayscale, Monochrome, Automatic (color / grayscale / monochrome detection(3)), Image Sensor: Color CIS (Contact Image Sensor) x 2 (front / back), Light Source: 3 Color LED (Red / Green / Blue), Optical Resolution:600 x 600 dots per inch (dpi), Simplex or Duplex, 25 pages per minute (ppm), Color & Grayscale 150 dpi, Monochrome 300 dpi, Simplex/Duplex, 25 ppm, Color & Grayscale 200 dpi, Monochrome 400 dpi, Simplex/Duplex, 25 ppm, Color & Grayscale 300 dpi, Monochrome 600 dpi, Simplex/Duplex, 25 ppm, Color & Grayscale 600 dpi, Monochrome 1200 dpi, Simplex/Duplex, 7 ppm, A4, A5, A6, B5, B6, Business Card, Post Card, Letter, Legal and Custom Size. Max: 216 mm X 360 mm (8.5 in. X 14.17 in.), Min: 50.8 mm X 50.8 mm (2 in. X 2 in.). Automatically recognizes document size., Use of a Carrier Sheet permits the scanning of A3, B4, 279.4 mm X 431.8 mm (11 in. x 17 in.) and photographs as well as the document sizes listed above., 863mm (34 in.) -	50000.00		

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

PURPOSE: Purchase of scanner for use in records/file management

- NOTED:
- 1) Delivery Period within 15 calendar days
 - 2) price Validity shall be for a period of _____ calendar days
 - 3) Warranty (for equipments) _____ Minimum of 1 year

- 4) Bid Price should be inclusive of VAT and delivery charges
- 5) Please indicate the brand of your offer. For machines/equipment, please attach brochure.
- 6) Unit prices must not exceed indicated line item price.

Name of Establishment

Philgeps Registry No.

Printed Name and Signature of Bidder

Address and Contact Number

TIN