

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, 2008
 Standard Form Title: **Request for Quotation**

Reference No : PR # 7611-20-08-18
 Shopping Solicitation No : SVP 1305
 Date : August 19,2020
 Obr # : TRUST FUND

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 quotations 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	DESCRIPTION	TOTAL ABC	BID PRICE PER UNIT	TOTAL BID PRICE
1	1	unit	COPIER/PRINTER/SCANNER Fully Automated Color Digital Copier/ Network Printer/Network Scanner Scanning Speed:55 ppm;print speed:25ppm, Color/B&W,Standard Memory:4GB;Hard Disk 320 GB, Easy to use (flickdrag and double-tap) touchscreen user interface with color thumbnails Standard paper capacity:2 cassette trays= 1000 sheets and Bypass tray=100 sheets Automatic 2-sided (back-to-back) Automatic Duplex Document Feeder capacity: 110 sheets, automatic sorter/electronic colation, paper thickness up to 256 gsm (A5 to A3 size), High print resolution:2400 x 1200 dpi Zoom (R/E) from 25% to 400% Interface:Ethernet 1000BASE-T/100BASE-TX/ 10 BASE-T; USB 2.0, Direct print/scan to USB flash drive, Centre Ware Internet Services and Diverless printing for remote users Smart Energy Management for specific power use, with metal stand with service center office in Baguio City for quick response	160,000.00		
<i>mj</i>						

PURPOSE: To be used for the Community Enterprise Development (CED) on Computer Services with Printer and Binding Services under the Bottoms-Up-Budgeting (BUB) c/o CSWDO

- NOTE**
- 1) Delivery Period within _____ calendar days
 - 2) Price Validity shall be for a period of _____ calendar days
 - 3) Warranty (for equipments) _____ Minimum of 1 year
 Warranty (for repairs) _____ Minimum of three (3) months
 - 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 & Contact Number

 TIN