

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 :
 Shopping Solicitation No :
 Date :
 Obr # :

PR # 209
SVP 26
January 9, 2018
101-8731-17-12-499

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 | set | Photocopier and Printer in one | 170,000.00 | | |
| | | | <i>Specifications:</i> Colour Support: Full color Copy Resolution: Scan: 600 dpi x 300 dpi max 600 dpi Print: 600 dpi x 600 dpi Gradation: 256 Max. Paper size: A3 Standard tray capacity: 1,000 sheets Print Area: 207.5mm x 347.2mm Print Speed: upto 21 ppm/ 28ppm Scan Speed: upto 28ppm Standard tray capacity: 1,000 sheets *Network ready *One year warranty *Free service | | | |
| ac | | | | | | |

PURPOSE: For the use of WAMD- CEPMO: for printing and photocopying communications at the Baguio Sewage Treatment Plant

- 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.

| | | |
|--------------------------|-----------------------|--------------------------------------|
| Name of Establishment | Philgeps Registry No. | Printed Name and Signature of Bidder |
| Address & Contact Number | page 1 of 1 | TIN |