

Civil Service Commission

Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,

REQUEST FOR QUOTATION

RFQ No. 2022-99 Shopping
 Date: June 24, 2022
 PR No./End-User: 2022-06-0510 / HRRO

Company Name : _____
 Address : _____
 Tel No. & Fax No. : _____
 Mobile No. : _____
 PhilGEPS Reg. No. _____
 TIN No. _____

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	YES	NO	REMARKS/BIDDERS SPECIFICATIONS If applicable, write the detailed specifications in the space provided. Indicate brand, model and country of origin.	UNIT PRICE	TOTAL PRICE
	PRINTER	4	unit					
	Laserjet, single function, black							
	Duplex Printing (Double sided printing)							
	Paper Tray capacities: main input tray - 150 sheets							
	top (face down) output bin							
	Paper Types and sizes: Letter, Legal, Executive, A4 and Envelopes;							
	minimum 3 x 5", maximum 8.5 x 14"							
	SCANNER	4	unit					
	50-sheet ADF single-pass Duplex Scanning							
	(Double sided scanning)							
	Maximum scan size (ADF): 8.5 x 14"							
	Flatbed Scanner: A4/Letter							
	Image type: Color & Black and White							
	Optical: up to 600 dpi							
	x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x							
	Approved Budget for the Contract (ABC): Php 120,000.00							

PEARLIE ANN S. RAMOS
PEARLIE ANN S. RAMOS

Procurement Officer
 931-7935; 931-7939; 931-8092 Loc. 508

 Printed Name/Signature
 Authorized Representative of the Service Provider