

Civil Service Commission

Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,

REQUEST FOR QUOTATION

| | |
|------------------|----------------------------|
| RFQ No. | <u>2024-245 NP-SVP</u> |
| Date: | <u>23 September 2024</u> |
| PR No./End-User: | <u>2024-09-1360 (ERPO)</u> |

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 | UNIT PRICE | TOTAL PRICE |
|----------|---|-----|------|-----|----|--|------------|-------------|
| | | | | | | If applicable, write the detailed specifications in the space provided. Indicate brand, model and country of origin. | | |
| 1 | Multifunction Printer with ADF | 1 | unit | | | | | |
| | - Particulars: Functions - Print, Scan, Copy | | | | | | | |
| | - with Automatic Document Feeder (ADF) (minimum of 20 pages capacity, 80gsm, plain paper) | | | | | | | |
| | - with Flatbed | | | | | | | |
| | - with enlarge and reduce function | | | | | | | |
| | - Printer Type: - Inkjet Printer | | | | | | | |
| | - Paper Size: - A4, Letter, Folio, Legal, A5, and A6 (for both printing and scanning) | | | | | | | |
| | - Paper Capacity Input: - Maximum of 100 sheets (80gsm, plain paper) | | | | | | | |
| | - Printing: - Up to 1,200 x 4,800 dpi | | | | | | | |
| | - Borderless | | | | | | | |
| | - with 2-sided printing | | | | | | | |
| | - Colour and Monochrome | | | | | | | |
| | - Print Speed (B/W) at least 15ppm | | | | | | | |
| | - Print Speed (Color) at least 8ppm | | | | | | | |
| | - Scanning: - Up to 1,200 x 600 dpi | | | | | | | |
| | - Borderless | | | | | | | |

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| | | | | | | | | |
|--|---|--|--|--|--|--|--|--|
| | | | | | | | | |
| | - Duplex scanning | | | | | | | |
| | - Monochrome and Colour | | | | | | | |
| | - Image Scanning with Contact Imaging System (CSI) | | | | | | | |
| | - Connectivity Interface: - USB Port Connector | | | | | | | |
| | - Ethernet Port Connector | | | | | | | |
| | - Wi-Fi | | | | | | | |
| | - USB port for reading and transferring data | | | | | | | |
| | - Other Requirements: - with additional consumables | | | | | | | |
| | - USB Cable | | | | | | | |
| | - Adapter Plugs | | | | | | | |
| | - Warranty: - At least one (1) year warranty including parts, labor and on-site support | | | | | | | |
| | Approved Budget for the Contract: P 50,000.00 | | | | | | | |
| | | | | | | | | |


FRANCES GRACE B. SALVADOR
Procurement Officer
931-7935; 931-7939; 931-8092 Loc. 508

Printed Name/Signature
Authorized Representative of the Service Provider