



Kaagapay ng Komunidad sa Agribusiness Pamumuhay

Standard Form Number: SF-GOOD-60  
 Revised on: January 08, 2018  
 Standard Form Title: Request For Quotation

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 PhilGEPS Reg. No. \_\_\_\_\_

Date: \_\_\_\_\_  
 Quotation No.: 2025011700008

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_, 2025.

*J*  
 JUSANNE V. SALVADOR  
 SUPPLY OFFICER II  
 JUSANSALVADOR@YAHOO.COM  
 Tel/Fax No.: (02) 8817-3168

**General Conditions:**

1. All entries must be typewritten/accurate/readable.
  2. Delivery period must be within seven (7) calendar days only.
  3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the Procuring Entity.
  4. Price validity must be within thirty (30) calendar days.
  5. Bidders must submit Certificate of PhilGEPS registration, updated Business Permit/Mayor's Permit, Notarized Omnibus Sworn Statement (for ABC's above 50k), and Income or Business Tax Return for ABC's above 500k.
  6. Bidders shall submit original brochures showing specifications of product being offered.
  7. All bid proposals must be VAT inclusive.
- (FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL.)**

| Item No.  | Item and Description  | QTY | Approved Budget (In Php) | BID Price |
|-----------|---|-----|--------------------------|-----------|
| A-000-575 | PHOTOCOPIER MACHINE-Rental<br>Copying Speed: 25 to 28 copies/minute<br>Function: Print, Scan, Copy<br>Resolution: 400dpi<br>Zoom: 25% to 200%<br><br>COPIER   PRINTER   SCANNER   FAX<br>Automatic Duplex Printing Copying Scanning and Fax<br>Print Speed: 40ppm A4 size<br>Copy Speed: up 37.5ppm A4 size<br>Scan Speed: 10 color / 30 mono<br>Print Resolution: 1,200 x 1,200 dpi<br>Interface: 7"LCD Touch Screen Display<br>Input Capacity: 250 sheets<br>Multi-purpose tray : 100 sheets<br>Maximum Copies: 99 sheets | 1   | 80,000.00                |           |
|           | Place of Delivery: <u>Unit 213, 2nd Floor, Bldg. C, Aria's Place</u><br><u>Jose Abad Santos Ave., Dolores, City of San Fernando,</u><br>Delivery Term: <u>FOB Destination Pampanga</u><br>Term of Payment: <u>15 working days upon receipt of billing</u>   |     | 80,000.00                |           |

Brand and Model: \_\_\_\_\_  
 Delivery Period: \_\_\_\_\_  
 Warranty: \_\_\_\_\_  
 Price Validity: \_\_\_\_\_  
 Payee's Name & TIN: \_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Printed Name / Signature \_\_\_\_\_  
 E-mail Address \_\_\_\_\_

Tel. No. / Cellphone No \_\_\_\_\_  
 Date \_\_\_\_\_