



Standard Form Number: SF-GOOD-60
Revised on: May 24, 2004
Standard Form Title: Request for Quotation

Date: _____
Quotation No. _____

Company Name: _____
Address: _____
TIN No: _____
PhilGEPS Registration Number _____

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 **April 29, 2022**.


MARY GRACE MANGAO
Technical Staff II
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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, Business Permit/Mayor's Permit, 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.
- (FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL.)

Item No.	Item and Description	Qty	Approved Budget (in Php)	BID PRICE
1	Supply and delivery of Printer – Print only Print speed letter – up to 40PPM (black and colored) Auto duplex printing – 2 paper trays Fcc class A emission	1 Piece	65,120.00	
2	Scanner – desktop type sheet fed scanner Scanning sensor unit – cmos cis 1 line sensor Optical source – 600dpi Light source – RGB Led Scanning Side – Front/back/duplex Interface –high speed USB2.0 Dimension – (WxDxH) trays closed – 291x253x231mm, trays open 291x603x363mm Weight approx	2 Piece	82,669.40	
	Place of Delivery: SHFC Quezon Office Delivery Term : FOB Destination	₱	147,789.40	

Brand and Model : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____
 Payee's Name : _____

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

Printed Name / Signature

Tel. No. / Cellphone No.
e-mail address

Date