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REQUEST FOR QUOTATION (RFQ)

Date: **APR 06 2022**
PR No. 2022-04-121 (08206441)

Sir/Madam:


Please quote your lowest price on the item/s listed below, and submit your quotation duly signed by you or your duly authorized representative not later than **3 days** subject to the Terms and Conditions provided at the last page of this RFQ.

Delivery period must be at least within 30 days upon receipt of the Notice to Proceed or Purchase Order.

For any clarification, you may email us at bac@mmsu.edu.ph.

NATHANIEL R. ALIBUYOG
BAC Chair

ITEM	QTY	Unit	ITEM DESCRIPTION	ABC/unit	UNIT PRICE
1	1	Unit	"Heavy Duty Multifunction Photocopier Multifunction photocopier, PRINT HEAD / INK Type Line Print Head with FINE Technology Ink Bottles PGI-7700XL (Black, Cyan, Magenta, Yellow) PGI-7700XXL (Black, Cyan, Magenta, Yellow) MC50 (Maintenance Cartridge) Maximum Printing Resolution 1200 x 1200 dpi PRINT SPEED Document (B/W / Colour)*1 Simplex, General Mode (600 dpi) Up to 50 ppm Up to 40 ppm Document (B/W / Colour)*2 Simplex, Office Document Mode (300 dpi) Up to 80 ppm Up to 70 ppm Document (B/W / Colour)*1 Duplex, General Mode (300 dpi) Up to 25 ppm Up to 20 ppm Document (B/W / Colour)*3 FPOT Ready / Simplex Approx. 6.5 sec MAXIMUM MEDIA SIZE (WXL) Default setting of Long Paper is ON (May be supported by firmware v1.2 or later) Default setting of Long Paper is OFF (For Taiwan only and may be supported by firmware 1.0 or 1.1)	P 258,000	

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ITEM	QTY	Unit	ITEM DESCRIPTION	ABC/unit	UNIT PRICE
			Cassette: 297 x 431.8 mm (11.7x17") Multi-Purpose Tray: 330.2 x 711.2 mm (13x28")*4 SUPPORTED MEDIA SIZE Depending on area, custom size specification is different. Please refer to Maximum Media Size"		

TOTAL ESTIMATED BUDGET: P 258,000.00

REMARKS/NOTE: _____


After having carefully read and accepted your Terms and Conditions, I/we submit our quotation/s on the item/s at prices indicated above.

Business Name: _____
 Business Address: _____
 Printed Name of the Owner: _____
 TIN: _____
 PhilGEPS Registration Number: _____
 Business Permit: _____
 Omnibus Sworn Statement: _____
 Annual Income Tax Return: _____

 Signature over Printed Name

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

 Date

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Canvassed by: _____

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all of the items.
3. Bidders shall submit a copy of the following documents along with the Quotation:
 - a. Mayor's/Business Permit
 - b. Notarized Omnibus Sworn Statement (if ABC is more than P 50,000.00)
 - c. Income/Business Tax Return (if ABC is more than P 500,000.00)
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The University has the right to inspect and/or test the goods to confirm their conformity to the technical specifications.
10. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay.