

Department of Environment and Natural Resources
MINES AND GEOSCIENCES BUREAU
Regional Office No. 7, Banilad, Mandaue City
Telefax No. 2361139

REQUEST FOR QUOTATION (RFQ)

Name of Supplier: _____
TIN No: _____
PhilGEPS Reg. No.: _____ (pls. indicate if VAT or Non-VAT)
Contact no: _____

Sir/ Madam :

Please quote your price of the articles listed below. Purchase will be made from the lowest calculated and responsive quotation. Furthermore, please read carefully the terms and conditions stated herein:

Approved Budget for the Contract (ABC): Php 240,000.00

Item	Qty	Unit of measure	Specifications	Unit Price	Total Price
1	1	piece	PHOTOCOPIER WITH PRINT, COPIER AND SCANNER FUNCTIONS AND DESKTOP TYPE:		
			Full Colour Capacity		
			Scan Resolution: 600x600 dpi		
			Printing Resolution: 1200x2400 dpi (Text/Text-Photo/Photo)		
			Paper size: Maximum is A3		
			Minimum is A5		
			Duplex Automatic Document Feeder		
			Duplex copy/printing (back-to-back)		
			Supported Operating System:		
			Windows® 10 (32bit) & (64bit)		
			Windows® 8.1 (32bit) & (64bit)		
			Windows® 7 (32bit) & (64bit)		
			Windows Server® 2016 (64bit), 2012 R2 (64bit), 2012 (64bit), 2008 R2 (64bit), 2008 (32bit) & 2008 (64bit)		
			macOS 10.13 High Sierra, Sierra		
			OS X 10.11 El Capitan, 10.10 Yosemite, 10.9 Mavericks, & 10.8 Mountain Lion		
2	2	piece	Digital Laser Copier, Network Printer and Colored Scanner		
			Ø Heavy duty & Laser Mono (Black & White) print technology		
			Ø Automatic Document Feeder (ADF)		
			Ø Duplex copy/printing (back-to-back)		
			Ø Letter, Legal, A4 & A3 sizes (up to 297 x 432mm)		
			Ø USB 2.0 and Ethernet printer connectivity		
			Ø Paper cassette 1- 250 pages; bypass 100 pages – total of 300 pages standard paper capacity		
			Ø Three (3) years parts warranty		

Terms and conditions:

RFQ Deadline: five days

Delivery: _____

Mode of Payment: Through Advice to Debit Account (ADA) ; Bank Charges will be borne / paid by the payer
Must have a valid Mayor's Business Permit

Very truly yours,

ARMANDO L. MALICSE
Regional Director

Received by:

Printed Name & Signature

Date: