



UNIVERSITY OF THE PHILIPPINES  
LOS BANOS  
Los Banos, IV-A  
VAT Reg. TIN: 000-864-006-00004

Request for Quotation/ Bid Form (Technical Specifications)  
U.P. RURAL HIGH SCHOOL

UPLB BAC SECRETARIAT  
BY: J. DATE: 10/7/21  
OCT 12 2021 -TIL  
UPLB-RQ- 10-177-21-GOOD  
DEADLINE OF SUBMISSION

UPLB-RQ-

DEADLINE OF  
SUBMISSION:

Suppliers Name: \_\_\_\_\_  
\_\_\_\_\_

Date: September 01, 2021  
Fund Code: 9190800 API fund  
MOP: \_\_\_\_\_  
Contact No: 559-3821  
Contact Person: Roberto N. Cahinde  
mcahinde@up.edu.ph

Please quote your lowest price on the item/s listed below, subject to the General Conditions below.

- Note:
- Bidders shall provide correct and accurate information required in this form. All entries must be typewritten or in print and properly accomplished. Do not leave blank entries, put N/A for not applicable.
  - Price quotation/s to be denominated in Philippine Peso shall include all taxes, duties, and/ or levies payable.
  - Bidders must indicate the BRAND and MODEL NUMBER for equipment and its accessories or peripherals. Evidence shall be in the form of manufacturer's un-amended sale literature, unconditional statement of specification and compliance issued by the manufacturer and sample.
  - Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase order (P.O.).
  - Quotations exceeding the Approved Budget for Contract shall be rejected.
  - Documentary requirements per Memorandum No. 03 Series of 2017 shall be attached upon submission of the quotation
  - Others: \_\_\_\_\_

ITEM No.	GENERAL NAME OF THE ITEM	REQUIRED SPECIFICATIONS	UNIT OF MEASURE	QTY	ESTIMATED UNIT APPROVED BUDGET OF THE CONTRACT	ESTIMATED TOTAL APPROVED BUDGET OF THE CONTRACT	OFFERED SPECIFICATION <small>Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of such requirements</small>	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION <small>(Leave this space blank. For BAC/Evaluators only)</small>
1	micro SD card	Branded and brand new Extreme type, Capacity: 256 GB U3,A2,V30 Micro SDXC UHS-I Card Sealed upon delivery and inspection Warranty: limited 1 year on parts and services	pc	9	1,625.00	14,625.00				
2	Printer	Branded and brand new, All in One (print-copy-scan), ink tank system, Print Speed: *Photo Default - 10 x 15 cm / 4 x 6": Approx. 69 sec per photo (Border) / 90 sec per photo (Borderless) *1 Draft, A4 (Black / Colour): Up to 33 ppm / 15 ppm *1 ISO 24734, A4 Simplex (Black / Colour): Up to 10 ipm / 5.0 ipm *1 First Page Out Time from Ready Mode (Black / Colour): Approx. 10 sec / 16 sec *1  Scan Speed: Flatbed (Black / Colour): 200 dpi: 11 sec / 200 dpi: 28 sec Scan Function: *Scanner Type: Flatbed colour image scanner Sensor Type: CIS Optical Resolution: 1200 x 2400 dpi Maximum Scan Area: 216 x 297 mm (8.5 x 11.7") Scanner Bit Depth (Colour): 48-bit input, 24-bit output Scanner Bit Depth (Grayscale): 16-bit input, 8-bit output Scanner Bit Depth (Black & White): 16-bit input, 1-bit output  Printing: *Printing Technology: On-demand inkjet (Piezoelectric) Nozzle Configuration: 180 x 1 nozzles Black, 59 x 1 nozzles per colour (Cyan, Magenta, Yellow) Print Direction: Bi-directional printing Maximum Print Resolution: 5760 x 1440 dpi (with Variable-Sized Droplet Technology) Minimum Ink Droplet Size: 3 pl Printer Language: ESC / P-R " Printer Software: Operating System Compatibility: Mac OS X 10.6.8 or later	set	2	14,000.00	28,000.00				

		<p>Windows XP / Vista / 7 / 8 / 8.1 / 10  Windows Server 2003 / 2008 / 2012 / 2016  Only printing and scanning functions are supported for Windows Server OS  Noise Level:  *PC Printing / Plain Paper Default:6.5 B(A), 52 dB (A) *3  PC Printing/ Premium Glossy Photo Paper Best Photo:5.2 B(A), 38 dB (A)*  Paper Handling:  *Number of Paper Trays:1  Standard Paper Input Capacity:Up to 20 sheets- Premium Glossy Photo Paper 10 sheets-Envelope, 30 sheets-Postcard Up to 100 sheets-A4 / Letter Plain paper (80 g/m2)Output Capacity:Up to 30 sheets, A4 plain paper 20 sheets, Premium Glossy Photo Paper*  *Maximum Paper Size:215.9 x 1200 mm (8.5 x 47.24")  Paper Feed Method:Friction feed  Paper Size:Legal, Indian-Legal (215 x 345 mm), 8.5 x 13", Letter, A4, 16K (195 x 270 mm), B5, A5, B6, A6, Hagaki (100 x 148 mm), 5 x 7", 4 x 6", Envelopes: #10, DL, C6  Print Margin:0 mm top, left, right, bottom via custom settings in printer driver *2"  Interface:  *USB:USB 2.0  Network:Wi-Fi IEEE 802.11b/g/n, Wi-Fi Direc Network Protocol:TCP/IPv4, TCP/IPv6  Network Management Protocols:SNMP, HTTP, DHCP, APIPA, PING, DDNS, mDNS, SLP, WSD, LLTD"  Copy Speed:  *Copy Quality:Colour / Black-and-White; Draft / Standard  Maximum Copies from Standalone:20 copies  Maximum Copy Size:A4, Letter  ISO 29183, A4 Simplex Flatbed (Black / Colour):Up to 7.7 ipm / 3.8 ipm  Max Copy Resolution:600 x 600 dpi"  Consumables:  *Black Ink Bottle:4,500 pages *4 - 003  Cyan Ink Bottle:7,500 (Composite Yield) *4 - 003  Magenta Ink Bottle:7,500 (Composite Yield) *4 - 003  Yellow Ink Bottle:7,500 (Composite Yield) *4 - 003  User's guide/manual, application and driver cd, demo inks, usb data cable and power cable included;  Warranty: 1 year on parts and services</p>						
3	Hardisk drive	<p>Branded and Brand new, portable hard disk drive, external,USB 3.0 , backward compatible with USB 2.0 , plug and play, Windows, MacOS and Linux compatible, 2 TB capacity,Sealed upon delivery and inspection Warranty: 1 year on parts and services</p>	pc	5,000.00	40,000			
TOTAL ABC					82,625.00	TOTAL QUOTED AMOUNT IN WORDS:		

Reviewed and Checked By:

Mark Efrain Gironella  
BAC TWG

Please quote at your government price (including VAT) and state that the time within which you can make delivery. It will be appreciated if we can have your quotation in the office as soon as possible on or before the deadline stated herein.

*[Signature]*  
Roberto N. Cahinde  
BUYER/ END-USER

**TERMS AND CONDITIONS:**

- Price quotation/s shall be valid for a period of at least (30) calendar days from the date of submission.
- In order to assure that manufacturing defects shall be corrected by supplier, a warranty security shall be required from the contract awardee for a minimum period of three (3) months, in the case of EXPENDABLE SUPPLIES, or a minimum of one (1) year warranty and two (2) to three (3) years extended warranty (if applicable) in the case of NON-EXPENDABLE SUPPLIES after acceptance by End-user of the delivered supplies.
- Delivery period within \_\_\_\_\_ calendar days.
- Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and condition stated herein
- UPLB reserves the right to reject any or all offers as may be considered most advantageous to the University.
- Any interlineations, erasure, or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.

Requirements for Suppliers (GPPB Resolution No. 21-2917)

REQUIREMENTS	Shopping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 53.9)	Negotiated Procurement- Lease of Real Property or Venue (Section 53.10)	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services (Section 53.6)	Negotiated Procurement- Emergency (Section 53.2)
1 Mayor's/Business Permit	/	/	/	/	/
2 PhilGEPS Registration Number	/	/	/	/	/
3 Professional license/ CV (consulting services)	/	/	/	/	/
4 PCAB License (for Infrastructure)		/			
5 Income / Business tax returns (except for government agencies as lessor)		FOR ABC'S ABOVE 500K	/	/	FOR ABC'S ABOVE 50K
6 Omnibus Sworn Statement		FOR ABC'S ABOVE 50K			FOR ABC'S ABOVE 500K
7 NFCC for Infrastructure with ABC above Ph500k		/			FOR ABC'S ABOVE 50K

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

Name of the Company: \_\_\_\_\_

Address: \_\_\_\_\_

Tel. No. : \_\_\_\_\_

Fax No. : \_\_\_\_\_

Signature over Printed \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of \_\_\_\_\_

Date: \_\_\_\_\_

Position: \_\_\_\_\_