



UNIVERSITY OF THE PHILIPPINES  
 LOS BANOS  
 Los Banos, I.V.A.  
 VAT Reg. TIN: 000-864-006-00004  
 Request for Quotation/ Bid Form (Technical Specifications)  
 DYCRR-UPLB

UPLB BAC SECRETARIAT  
 BY: [Signature] DATE: 10-18-23  
 OCT 23 2023 5pm  
 UPLB-RQ-10-340-23-PES  
 DEADLINE OF SUBMISSION

UPLB-RQ

DEADLINE OF SUBMISSION:

Suppliers Name:

Date: September 26, 2023  
 Fund Code: 9116004  
 MOP: Shopping  
 Contact No: 0815-810-7972  
 Contact Person: RICHELLE R. BANASHIAN

Please quote your lowest price on the items 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 quotations 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 manufacturers 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 RO 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 MEASURE	QUANTITY APPROVED BUDGET/OTHER CONTRACT	ESTIMATED TOTAL APPROVED BUDGET/OTHER CONTRACT	UNIT PRICE	TOTAL QUOTED PRICE	REMARKS	
1	Printer	Branded and brand new; Function: Print, scan and copy. Type: Inkjet printer Print speed: 17 (Mono)/16.5 (Col) imp FPOT: 6 (Mono)/6.5 (Col) seconds Paper size: A4, Letter, Legal, Mexican Legal, India Legal, Folio, Executive, B5, A5, B6, A6, C5 Envelope, Com-10, DL Envelope, Monarch, Photo(10x15cm/4x6"), Photo-L(9x13cm/3.5x5"), Photo-2L(13x18cm/5x7"), Index card(13x20cm/5x8") Resolution: Up to 1,200 x 6,000 dpi Printing width: with border: 204 mm, borderless: 210 mm 2-sided paper type: plain, recycled 2-sided paper size: PC Print: A4/Letter/Executive/A5, Copy: A4/A5/Letter Paper output: Up to 50 sheets of 80gsm plain paper COPY: Colour, monochrome	unit	4	15,000.00	60,000.00			

COPY: Colour, monochrome  
 Copy width: A4: 204 mm, Letter: 210 mm  
 Multiple copies: Up to 99 pages  
 Enlarge/reduce: 25% to 400% in increments of 1%  
 Resolution:  
 Print: Max. 1200x2400 dpi,  
 Scan: Max. 1200x600 dpi  
 CONNECTIVITY  
 USB: Hi-Speed USB 2.0  
 LAN: Ethernet 10/100BASE-TX Auto Negotiation  
 Wireless LAN: IEEE 802.11b/g/n (infrastructure), IEEE 802.11g/n (Wi-Fi Direct)  
 SCAN:  
 Colour, monochrome  
 Colour depth-input: 30 bit colour processing  
 Colour depth-output: 24 bit colour processing/256 levels per colour  
 Greyscale-input: 10 bit colour processing  
 Greyscale-output: 8 bit colour processing/256 levels per colour  
 Resolution-Interpolated: Up to 19200x19200 dpi with Scanner Utility (For Window 7/8/10 only)  
 Resolution-scanner glass: Up to 1,200 dpi x 2,400 dpi  
 Resolution-ADF: Up to 1,200 dpi x 600 dpi  
 DISPLAY & MEMORY  
 Display: 1 Line LCD (16 Characters)  
 Memory capacity: 128MB  
 Weight: 9.6 kg  
 OPERATION  
 Power source: AC 220 - 240V 50/60Hz  
 WIRELESS NETWORK SECURITY  
 SSID (32 characters), WEP 64/128bit, WPA-PSK(TKIP/AES), WPA2-PSK(TKIP/AES)  
 WIRELESS SETUP SUPPORT UTILITY  
 WPS: Yes  
 SUPPORTED OS  
 : Windows  
 Application/driver/CD, USB data cable and introductory inks  
 Included: Officially sealed upon inspection;  
 Warranty: 2 years on repair, parts and services

		60,000.00	TOTAL QUOTED AMOUNT IN WORDS:	
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Reviewed and

  
 MARK EFERANTINI GIRONELLA

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.

**TERMS AND CONDITIONS:**

1. Price quotation's shall be valid for a period of at least (30) calendar days from the date of submission.
2. In order to assure that manufacturing defects shall be corrected by supplier, a warranty security shall be required from the contract awarded 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.
3. Delivery period within 2 calendar days.
4. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and condition stated herein
5. UPLB reserves the right to reject any of all offers as may be considered most advantageous to the University.
6. Any intentions, errors, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.

REQUIREMENTS		Shopping (Section 52)	Negotiated Procurement- Small Value Procurement (Section 53.9)	Negotiated Procurement- Lease of Real Property or Venue	Negotiated Procurement- Scientific, Scholarly or Artistic Work, Exclusive Technology and Media	Negotiated Procurement + Emergency
1 Mayor/Business Permit		/	/	/	/	/
2 PHILEPS Registration Number		/	/	/	/	/
3 Professional licensed CV (consulting services)		/	/	/	/	/
4 PCAB License (for Infrastructure)		/	/	/	/	/
5 Income / Business tax returns (except for government agencies as lessee)		/	/	/	/	/
6 Omnibus Sworn Statement		/	/	/	/	/
7 NFCC for Infrastructure with ABC above P1500K		/	/	/	/	/

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 Name of Representative: \_\_\_\_\_

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

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

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

*Richard*  
 RICHARD R. BANASHIAN  
 BUYER/END-USER