



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

Request for Quotation/ Bid Form (Technical Specifications)  
END-USER

UPLB BAC SECRETARIAT  
BY: JmyVireala DATE: 7.29.24

AUG 02 2024 10 AM

UPLB-RQ- 7.288-24 RBS  
DEADLINE OF SUBMISSION

UPLB-RFQ  
INREM CFNR  
DEADLINE OF  
SUBMISSION:

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

Date: May 20, 2024  
Fund Code: N602522  
MOP: Shopping  
Contact No: 536-5314  
Contact: MAGNAFIN T. GALANG

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

Note:

1. 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
2. Price quotation/s to be denominated in Philippine Peso shall include all taxes, duties, and/ or levies payable.
3. 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-
4. Quotation through fax/email is acceptable. Winning bidder shall submit original signed RQ before issuance of Purchase order (P.O.).
5. Quotations exceeding the Approved Budget for Contract shall be rejected.
6. Documentary requirements per Memorandum No. 03 Series of 2017 shall be attached upon submission of the quotation
7. 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 Suppliers must state here the detailed technical specifications of their offer against each of the individual parameters of each requirements	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	EVALUATION (Leave this space blank. For BAC/ Evaluators only)
1	Copy machine	Branded & Brand new. Copy Machine or approved equal (Supply, Delivery and Installation) System speed A4 up to 20ppm System speed A3 Up to 8 ppm Autoduplex speed A4 Up to 15ppm 1st page out time A4 6.5 sec or less Warm-up time 15 sec2 or less Imaging technology Laser Toner technology Simitri® HD polymerised toner Panel size/resolution 5 line LCD / 128 System memory 256 MB Interface 10/100-Base-T Ethernet; USB 2.0 Network protocols TCP/IP (IPv4 / IPv6); SMB; LPD; IPP; SNMP; HTTP Automatic document feeder (optional) Up to 130 originals; A5-A3; Printable paper size A5-A3; customised paper sizes Printable paper weight 64-157 g/m² Paper input capacity (standard/max) 350 sheets / 1,350 sheets Paper tray input 1x 250 sheets; A5-A3; custom sizes; 64-157 g/m² Paper tray input (optional) 1x 250 sheets; B5-A3; custom sizes; 64-90 g/m² (up to 4x) Manual bypass 100 sheets; A5-A3; custom sizes; 64-157 g/m² Finishing modes (optional) Group; Automatic duplexing A5-A3; 64-90 g/m² Output capacity Up to 250 sheets Power consumption 220-240 V / 50/60 Hz; Less than 1.30 kW System dimension (W x D x H) 225/205/ 607 x 570 x 458 mm 1year warranty on parts and services	pc	1	82,680.00	82,680.00				
					TOTAL ABC	82,680.00	TOTAL QUOTED AMOUNT IN WORDS:			

Reviewed and Checked By: Andrew P. Alcarado  
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.

Magnafin T. Galang  
BUYER/ END-USER

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 awardee for a minimum period of