

REQUEST FOR QUOTATION

Section 52.1b - Shopping

RFQ NO. RFQ-2025-07-24-1069

DATE: 24-Jul-2025

COMPANY NAME : _____
COMPANY ADDRESS : _____
CONTACT PERSON : _____
CONTACT NO. : _____
COMPANY TIN : _____

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes and other incidental expenses for the goods listed in **Annex A**. Failure to indicate **TECHNICAL SPECIFICATIONS** could be basis for non-compliance. Also, furnish us with the descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Please submit this form together with Annex A to **DSWD FO IX BAC OFFICE** on or before

04 AUG 2025 @ 05:00 pm

Very truly yours,


ROLANDO V. GUEVA

Regional Procurement Officer

Terms and Conditions:

PURPOSE : FOR OFFICE USE WALANG GUTOM PROGRAM

PR NUMBER : 2025-07-23-1152

1. Award shall be made on per : ☐ Item Basis ☒ Lot Basis

2. Quotation validity : 25 CALENDAR DAYS FROM BID OPENING

3. Goods shall be delivered on : **30 calendar days upon receipt of approved PO**

4. Delivery Area : **DSWD FO IX**

5. Terms of payment : W/ IN 60 CALENDAR DAYS AFTER DELIVERY

6. Liquidated Damages/Penalty : 1/10 of 1% of undelivered portion x No. of days of delay

7. In case of discrepancy between unit cost and total cost, unit cost shall prevail.

8. Warranty : N/A

9. Performance Security : N/A

Please email your accomplished request for quotation and annex a at bacrfq.dswdfo9@gmail.com

(signature over printed name)

Supplier

PHILGEPS NO.: _____

PHILGEPS EXPIRY: _____



COMPANY NAME :
COMPANY ADDRESS :
CONTACT PERSON :
CONTACT NO. :

Section 52.1b - Shopping
ANNEX A: RFQ
RFQ NO. : RFQ-2025-07-24-1069
DATE : 2025-07-24

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
1	5	PCS	PRINTER 3 IN 1 (PRINT-SCAN-COPY)	532,100.00			
2	50	PCS	INK CART EPSON (003) BLACK				
3	50	PCS	INK CART EPSON (003) CYAN				
4	50	PCS	INK CART EPSON (003) MAGENTA				
5	50	PCS	INK CART EPSON (003) YELLOW				
6	20	PCS	PRINTER W/ CIS, AUTOMATIC DOCUMENTS FEEDER (ADF) AND WIFI CONNECTIVITY				
7	6	PCS	HP GT53 INK BOTTLE, BLACK				

PURPOSE : FOR OFFICE USE WALANG GUTOM PROGRAM

PR. NO. : 2025-07-23-1152

DOCUMENTS REQUIRED DURING RFQ OPENING:

1. Mayor's Permit
2. Philgeps Registration Number

(SIGNATURE OVER PRINTED NAME)
SUPPLIER


MICHAEL GABRIEL TARROZA
CANLAS

DSWD Field Office IX, General Vicente Alvarez Street, Zamboanga City, Philippines 7000
Website: <http://www.dswd.gov.ph> Tel Nos. (062) 991-6030/991-6056 Telefax: (062)993-0852

TECHNICAL SPECIFICATIONS PRINTER

3 in 1 Printer (Print-Scan-Copy)

PRINTING	
Type	3 in 1 with ink tank system (Print, Scan, Copy)
Print Media	Plain Paper, Photo Paper, Envelopes
Supported Paper Sizes	A4, A5, A6, B5, C6, DL, Legal, Letter, 4 x 6", 5 x 7", 5 x 8"
ISO Print Speed	Black: Up to 10 ipm / Colour: Up to 5.0 ipm

SCANNING	
Scanner Type	Flatbed Colour Image Scanner
Sensor Type	CIS (Contact Image Sensor)
Optical Resolution	600 x 1200 dpi
Maximum Scan Area	216 x 297 mm
Scan Speed (200 dpi)	Black: 11 sec / Colour: 32 sec
Output Formats	BMP, JPEG, TIFF, PDF, PNG, multi-TIFF

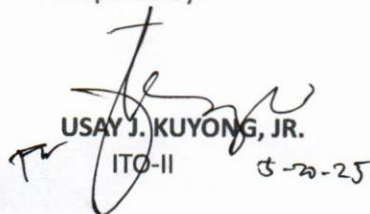
COPYING	
Copy Modes	Colour and Monochrome
Maximum Copies	Up to 20 copies
Copy Resolution	600 x 600 dpi
Copy Speed (ISO)	Black: 7.0 ipm / Colour: 1.7 ipm

PAPER HANDLING	
Input Tray Capacity	Up to 100 sheets (Plain Paper)
Output Tray Capacity	Up to 30 sheets
Maximum Paper Size	215.9 x 1200 mm

CONNECTIVITY & SYSTEMS	
Interface	USB 2.0
Operating Systems Supported	Windows XP or later, Mac OS X 10.6.8 or later

PHYSICAL SPECIFICATIONS	
Dimensions (W x D x H)	375 x 347 x 179 mm
Weight	3.9 kg

Prepared by:

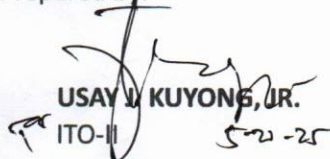

USAY J. KUYONG, JR.
 ITO-II 3-20-25

TECHNICAL SPECIFICATIONS PRINTER

Multifunction printer with ADF and CIS and WiFi Connectivity

PRINTING	
	3 in 1 with continuous ink system
	Plain Paper, Inkjet Paper (coated paper), Glossy Paper, Recycled Paper
	A4, Letter, Legal, Mexico Legal, India Legal, Folio, Executive, B5 (JIS), A5, B6 (JIS), A6, Envelopes (C5, Com-10, DL, Monarch), Photo (4" x 6")/(10 x 15 cm), Photo 2L (5" x 7")/(13 x 18 cm), Index card (5" x 8")/(13 x 20 cm)
	Up to 50 sheets of 80 gsm Plain Paper (face up print delivery to the output paper tray)
SCANNING (WITH ADF)	
Colour/Monochrome	Yes/Yes
TWAIN Compliant	(Windows 7 SP1 / Windows 8.1 / Windows 10 / Windows 11)
WIA Compliant	(Windows 7 SP1 / Windows 8.1 / Windows 10 / Windows 11)
Colour Depth	30 bit colour processing (Input) 24 bit colour processing (Output)
Greyscale	10 bit colour processing (Input) 8 bit colour processing (Output)
Resolution	Up to 19200 x 19200 dpi (interpolated) (from Scanner Glass) Up to 1200 x 2400 dpi (optical) (from ADF) Up to 1200 x 600 dpi (optical)
Scanning Width and Length (Single-sided document)	(Scanner Glass) Width: Up to 213.9 mm Length: Up to 295 mm (ADF) Width: Up to 213.9 mm Length: Up to 353.6 mm
COPIER (WITH ADF)	
	Colour and Monochrome
Copy Width	≥ 204 mm
Multiple Copies (using feeder)	Stacks/Sorts up to 99 pages

Prepared by:


USAY W. KUYONG, JR.
ITO-II 5-2-25