



Republic of the Philippines
 UNIVERSITY OF SOUTHEASTERN PHILIPPINES
Obrero Campus, Bo. Obrero Davao City
 EXTENSION DIVISION
 REQUEST FOR QUOTATION

Company Name: _____

PR No.: 2020-06-2015

Address: _____

Date: **23 JUNE 2020**

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith


 DR. REYNALDO GARCIA
 BAC Chairman

19 Oct. 2020

- Note:
1. All entries must be typewritten.
 2. Delivery Period within _____ calendar days upon receipt of Purchase Order.
 3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.
 4. *maintenance* validity shall be a period of 30 calendar days.
 5. G-EPIS Registration Certificate shall be attached upon submission of the Quotation.
 6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).
 7. Mode of delivery: Pick-up (Schedule) **door to door delivery**

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	BID PRICE	
				UNIT PRICE	TOTAL AMOUNT
1	unit	Photocopier with Printer and Scanner	11		
		Specifications			
		Printer Type : Business Inkjet RIPS Printer(Print , Scan, Copy . ADF and			
		Maximum Resolution : 4800x1200 dpi			
		Copy Paper Size Flashed : Letter , A4, B5. AS, A6. 16K, 13X1 Mem, 16:9. 10X15cm. #10 DL C4 C6			
		Paper Size : 8.5x13", Legal, Letter, A4, Executive, B5. US. A6, B6, 5x7", 16:9 side, 4x6", Envelope : 10#, DL, C6, C4			
		Maa. Paper Size(Rear Tray) : 215.9x6,000mm (8.5 x 236 2")			
		Print Speed ISO AJ Simplex : 24/24 ipm			
		Print Speed ISO AJ Duplex : 15/15 ipm			
		Copy Speed ISO A4 Simplex : 22/22 ipm			
		Automatic 2 sided Printing - up to A4			
		Scanner Type : Flatbed colour image scanner, ADF Function			
		ADF Capacity : 50 Pages			
		ManScan Ares: 216x297inm (8.5 x 11 7")			
		Optical Resolution : 1200 x 2400 dpi			
		Scan Speed : Monochrome 200 dpi : 5.sec/30ppm/60ipm Colour 200 dpi 5 sec/31opm/60ipm			
		Consumables : Ink Pack Individual (Black Cyan Magenta, Yellow' . Maintenance Box			
		USB : USB 2.0			
		Network: Ethernet, Wi-Fi , Wi-Fi Direct			

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

Printed Name / Signature

Canvassed By:

Tel. No. / Cellphone No.

Authorized Canvasser

TI N No. of Establishment

Date