



Republic of the Philippines  
 UNIVERSITY OF SOUTHEASTERN PHILIPPINES  
 Obrero Campus, Bo. Obrero Davao City  
**UNIVERSITY LIBRARY RESOURCE CENTER**  
**REQUEST FOR QUOTATION**

Company Name : \_\_\_\_\_  
 Address: \_\_\_\_\_

P.R. No.: 2020-09-2097  
 Date: 09-08-2020

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. REYNILDO GARCIA  
 BAC CHAIR

17 Sept. 2020

- Note :**
- All entries must be typewritten.
  - Delivery Period within \_\_\_\_\_ calendar days upon receipt of Purchase Order.
  - 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.
  - Price validity shall be a period of 30 calendar days.
  - G-EPS Registration Certificate shall be attached upon submission of the Quotation.
  - Bidders shall submit Original Brochures showing certification of the product being offered (optional).
  - 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	DOCUMENT SCANNER	2		
		Specification:			
		*One-button overhead scanning technology			
		*Scans an A3 size area in less than 3 seconds			
		*Book curve image-flattening technology and auto page-turn detection sensor			
		*Searchable PDF and JPEG creation			
		*Auto crop, de-skew and rotation features			
		*Optical Resolution 285 to 218 dpi/ Vertical scanning 283 to 152 dpi			
		*Scanning Speed: Auto Mode Best Mode 3 seconds per page			
		*Image quality: Excellent (Color / Gray: 600 dpi, B&W: 1200 dpi)			
		*Free on Board delivery			
		*With at least 12 months warranty			
		*With after sales technical support			
		*With Start-up Training.			
		***NOTHING FOLLOWS***			

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

Canvassed By: \_\_\_\_\_

Printed Name / Signature

Tel. No. / Cellphone No.

Authorized Canvasser

TIN No. of Establishment

Date