



BUREAU OF SOILS AND WATER MANAGEMENT

Reference Code: BSWM_DO_FR_0406

Control No.:

Effective date: May 4, 2020

Rev. No.

3

Page No.:

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**REQUEST FOR QUOTATION
(GOODS)**

(Date)

REQUEST FOR QUOTATION-PMS Use

INSTRUCTION:

1	Bidders are required to read the instructions and fill all the blanks properly. Prospective Bidders/Suppliers are required to use this official canvass form in accomplishing their bid proposals/quotations.
2	Any specifications other than those required/stated in this form shall not be considered in the evaluation of bid.
3	Quotation/s must be the lowest price(s), taxes included for the item(s)/services listed hereunder, including delivery charges.
4	Always indicate the brand name of the offered item(s) or product.
5	Price quotation(s) shall be valid for one hundred twenty (120) calendar days from the date submitted.
6	Terms of payment – Thirty (30) days from delivery of item(s) subject to accounting and auditing rules.
7	Quotation(s)/Proposal(s) shall be submitted to the Procurement Management Section, Bureau of Soils and Water Management, Elliptical Road cor Visayas Ave., Diliman, Quezon City. Submission through Email (bswmpms@gmail.com) is accepted provided that the original quotation will be submitted prior to award if winning bidder.
8	Awarded per item.
9	Please attach the following documents: For Shopping: Copy of (1) PhilGEPS registration number or certificate; (2) mayor's permit, Additional Documents For Small Value Procurement (3) updated Omnibus Sworn Statement for ABC above PhP50K; (4) latest income/business tax return for ABC above PhP500K; (5) PCAB License for Infrastructure Project; and (6) Curriculum Vitae and/or Professional License for Consulting Services.

DEADLINE FOR SUBMISSION OF BIDS: May 14, 2021 5:00pm

PR No. **2021-00-0065**

End-User: **RECORDS**

ABC:


480,000.00

Source of Fund: **REGULAR**

Qty	Unit	Item/ Description	ABC	Offered Brand	Unit Price	Total Price
1	lot	Lease of Multifunction Photocopier Machine (Lease to Own)	480,000.00			
		For the period (June to December 2021)				
		Standard Functions Print, Copy, Scan				
		Copy/Print Speed up to 50ppm Colour/55 ppm Black and White				
		Copy Resolution 600 x 600dpi				
		Memory 4GB, Hard Drive 160 GB				
		Print Resolution 1200 x 2400 dpi (multi value photo)m Operating System Windows Vista/XP/Server 2008/2003/2000/7, Interface: Ethernet 100BASE-TX/10- BASE-T, USB2.0				
		Scan Destination Scam to folde, scan to PC/Server (Using FTP/SMB protocol), Scan to Email and Scan to USB				
		Single Pass Duplex Automatic Document Feeder 130 sheets				
		9-Inch Screen Colour Touch Screen Features				
		First page out time as fast as 5.2 seconds for Black and colour documents				
		Scan Resolution: 600 x 600 dpi				
		Paper Tray Capacity, Standard 2,090 sheets Max. 5, 120 sheets				
		Paper Size Max: A3, 12 x 18" Min. A5, Bypass Tray: Max: 320 x 482.6mm, Min Postcard (100 x148mm), Envelope (120 x 235mm)				
		Paper Output Capacity: 500 sheets				
		Dimensions: W640 x D 699 x H 1143mm				
		Weigh: 135 kg				

NOTE: ALL PRICES ARE INCLUSIVE OF VAT AND OTHER CHARGES

NOTE:	ACCOMPLISHED REQUEST FOR QUOTATION (RFQ) SHOULD BE SUBMITTED TO THE BAC SECRETARIAT'S OFFICE ON OR BEFORE THE DEADLINE FOR SUBMISSION OF BIDS. RFQ's SUBMITTED AFTER THE DEADLINE FOR SUBMISSION OF BIDS SHALL NO LONGER BE ACCEPTED.
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	BUREAU OF SOILS AND WATER MANAGEMENT		Reference Code:	BSWM_DO_FR_0406	
	REQUEST FOR QUOTATION (GOODS)		Control No.:		
			Effective date:	May 4, 2020	
	Rev. No.	3	Page No.:	_ of _	

For the Bids and Awards Committee:

Posted by:

 (Sgd) GINA M. ALBERTO
 DBM-PhilGEPS Posted

(Sgd) DENISE A. SOLANO
 Head, Bac Secretariat/PMS

 Canvasser

 Date of canvass:

The BSWM Bids and Awards Committee (BAC)
 Elliptical Rd., Diliman, Quezon City

Sir/Madam:

In connection with the above request, I/We submit our quotation indicated above. I/We have carefully read and fully understand the minimum requirements and agree to furnish and/or deliver in conformity with specifications any or all said articles described above within thirty (30) calendar days from receipt of Purchase Order.

 Signature over Printer Name

 Name of Company

 TIN Number

 Telephone Number(s)

 Address

 Date Accomplished



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7676205
Procuring Entity BUREAU OF SOILS AND WATER MANAGEMENT
Title Printing Services
Area of Delivery Metro Manila

Solicitation Number:	BSWM PR 2021-00-0065	Status	In-Preparation
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Printing Services	Date Published	07/05/2021
Approved Budget for the Contract:	PHP 480,000.00	Last Updated / Time	06/05/2021 17:30 PM
Delivery Period:	30 Day/s	Closing Date / Time	14/05/2021 17:00 PM
Client Agency:			
Contact Person:	Gina Marzan Alberto Administrative Officer II SRDC Bldg., Elliptical Road corner Visayas Avenue, Diliman Quezon City Metro Manila Philippines 1101 63-2-9230420 Ext. 63-2-3528012 bswmpms@gmail.com		

Description

Lease of Multifunction Photocopier Machine (Lease to Own)
 For the period (June to December 2021)
 Standard Functions Print, Copy, Scan
 Copy/Print Speed up to 50ppm Colour/55 ppm Black and White
 Copy Resolution 600 x 600dpi
 Memory 4GB, Hard Drive 160 GB
 Print Resolution 1200 x 2400 dpi (multi value photo)m Operating System Windows Vista/XP/Server
 2008/2003/2000/7, Interface: Ethernet 100BASETX/10-BASE-T, USB2.0
 Scan Destination Scam to folde, scan to PC/Server (Using FTP/SMB protocol), Scan to Email and Scan to USB
 Single Pass Duplex Automatic Document Feeder 130 sheets
 9-Inch Screen Colour Touch Screen Features
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 Paper Output Capacity: 500 sheets
 Dimensions: W640 x D 699 x H 1143mm
 Weigh: 135 kg

Enduser: RECORDS

Deadline for submission of bids: May 14, 2021 at 5:00pm

Please attach/submit the following documents with your quotation: copy of (1) PHILGEPS registration number or

certificate; (2) mayor's permit, (3) Updated Ommibus Sworn Statement for ABC above Php 50K; (4) Latest Income/Business tax return for ABC above 500K; (5) PCAB License for Infrastructure Project; and (6) Curriculum Vitae and/or Professional License for Consulting Services.

The Bureau of Soils and Water Management (BSWM) invites interested parties to bid/quote for the above listed item/s.

Kindly submit your quotation for the purchase of the above requirement, (indicating our Solicitation Number) address to GINA P. NILO, Ph.D., BAC Chairperson.

The drop box for your Bids/Quotations is located at the BSWM Lobby.

The BSWM reserves the right to reject any or all bids to declare the bidding a failure or waive any or all information or to award such bids to the supplier whose bid is considered most advantageous to the government.

Created by Gina Marzan Alberto

Date Created 06/05/2021

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.