

# Republic of the Philippines SOUTHERN LUZON STATE UNIVERSITY Lucban, Quezon

#### **REQUEST FOR QUOTATION**

### PHOTOCOPIER MACHINE (POLILLO)

Purchase Request No. 2023-08-1816
Approved Budget for the Contract: # 70,000.00

The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement of <a href="Photocopier Machine (Polillo">Photocopier Machine (Polillo</a>) to apply the sum of <a href="Seventy Thousand Pesos Only (\*P 70,000.00">Seventy Thousand Pesos Only (\*P 70,000.00\*)</a> inclusive of VAT, being the Approved Budget for the Contract (ABC), details as follows:

Qty. Unit ITEM/S DESCRIPTION			
1	unit	Photocopier Machine	
		Copier, Printer, Scanner, Duplex ARDF	
		*see attached document for reference	

The quotation must be submitted (can also be send thru email at the contact details listed below) or to the Office of the Procurement Office/Bids and Awards Committee, Southern Luzon State University, 2<sup>nd</sup> Flr. Hermano Puli Building, and shall be received by the Committee.

E-mail: slsuprocurement2021@gmail.com

2. The SLSU reserves the right to reject any or all quotations and/or proposals and waive any formalities/ informalities therein and to accept such bids it may consider as most advantageous to the agency and to the government. Southern Luzon State University SLSU neither assumes any obligation for whatsoever losses that may be incurred in the preparation of bids, nor does it guarantee that an award will be made.

Maridel C. Zabella

OIC, Procurement office

Southern Luzon State University

Lucban, Quezon

Tel. No.: (042)540-6519



## Republic of the Philippines SOUTHERN LUZON STATE UNIVERSITY Lucban, Quezon

			REQUEST FOR QUO	TATION		
Office/End-User: SLSU Polillo					Date:	
COMPANY NAME:					PR No.: 2023-08-1816	
ADDRESS :						
TEL. NO./FAX NO. :					TIN No.:	
ater than _	Please o	uote your k	owest price on the item(s) listed below, subject to the Terms & Condition ofin the return envelope attached herewith	ns stated below and submit your q to the Procurement office.	uotation duly signed by yo	our representative not
1. All en 2. Delivi Adminisi delivery 3. Warr (1) one y 4. Price 5. Suppl Certifica Procurer 6. Bidde 7. Pleas	ery period v tratitive per without val anty shall b vear for Equ validity sha liers require te of Tax, N ment Office ers shall sub e indicate t	be typewritt  within  nalties to Se  id reason.  e for a mini  ipment fror  d to submit  dayor'sPern  upon subm  mit comple  he brand fa	ten or legibility writtenupon conforme of the approved Purchose Order (P.O). rc. 69 of the Revised IRR-RA 1984 shall be imposed for non- imum of three (3) months for Supplies & Moterials; m date of acceptance by the end-user. reriod of sixty (60) colendor days. tupdated documents yearly such as G-EPS Resgistration, rit, DTI, Bank Name/Account and Branch for evaluation of the rission of the quotation. the specifications showing products certification, if applicable. reach items being offered. g for this procurement isPHP 70,000.00	1,000,000	DEL C. ZABELLA rocurement Office	
Item #	Qty.	Unit	ITEM/S DESCRIPTION		Unit Price	Total Cost
	1	unit	Photocopier Machine			
			Copier, Printer, Scanner, Duplex ARDF			
			  *			
			*see attached document for reference			
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		-				
	-			Halling to a state of the state of		
				NEW YORK THE STREET		
Source	of Fund:				Warranty:	
Delivery After havin	/ Period: g carefully ne		ed your Genaral Conditions, We quote you on the item(s) at prices note above anditions specified by SLSU Procurement Office.	If the space of providec on the Delive	Price Validity:	Validity are left blank, it
A			*	Printed Name,	/Signature/Date	- 15- 5
AFA-PRC	-1.02 F2,	REV. 4				

Specifications	MP 2014D	MP 2014AD	
Туре	Black and White MFP		
Functionality	Print, copy and colour scan (standard)		
Document feeder	None	50 sheet ARDF (standard)	
Duplex	Automatic duplex (standard)		
Paper formats	A5 to A3		
Paper Input	350 sheets (standard) / 1,350 sheets (maximum)		
Paper weights	52 to 105 gsm (trays), 52 to 216 gsm (bypass) and 64 to 105 gsm (duplex)		
Engine speed	20 A4 ppm		
First print	10 seconds		
Resolution	600 dpi (print, copy and scan)		
Memory	256 MB RAM (standard and maximum)		
Printer languages	GDI printer		
nterfaces	USB 2.0 (standard) / Ethernet (option)		
Duty cycle	30,000 pages		
Dimensions (w x d x h)	587 x 581 x 461 mm	587 x 581 x 537 mm	
Weight	29 kg	33.5 kg	