

Republic of the Philippines SOUTHERN LUZON STATE UNIVERSITY Lucban, Quezon



REQUEST FOR QUOTATION

DOCUMENT SCANNER (PROCUREMENT)

Purchase Request No. 2025-10-2852
Approved Budget for the Contract: £ 120,000.00

The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement of <u>Document Scanner (Procurement)</u> to apply the sum of <u>One Hundred Twenty Thousand Pesos Only 120,000.00</u> inclusive of VAT, being the <u>Approved Budget for the Contract (ABC)</u>, details as follows:

Qty.	Unit	ITEM/S DESCRIPTION	
2	pcs	Portable Duplex Document Scanner - Capable of Scanning both Sides of Documents in a single pass, Handless Various Paper Sizes (short and long), fast-feed automatic document feeder, optical resolution around 300-600 dpi, USB Connectivity, Compatible with Windows and Mac, and compact for Easy Office Use (DELIVER TO SLSU LUCENA)	
2	pcs	Document Scanner Automatic Feeder / Manual Feed Duplex (DELIVER TO SLSU LUCBAN)	

1. The quotation-n 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, 2nd Flr. Hermano Puli Building, and shall be received by the Committee.

E-mail: slsuprocurement@slsu.edu.ph

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
Director, 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 QUOTATION

Office/End-User: Procurement Office Date:								
COMP	ANY NAM	E:	PR No.:	2025-10-2852				
ADDRESS :								
TEL. NO./FAX NO. : TIN No.:								
later than _	Please o	uote your lo	owest price on the item(s) listed below, subject to the Terms & Conditions stated below and submit y of in the return envelope attached herewith to the Procurement office.	our quotation duly s	igned by your representative not			
1. All e 2. Delio Admini: delivery 3. War (1) one 4. Price 5. Supp. Certifice Procure 6. Bidd 7. Plea	and CONDITION THE STATE TH	nons be typewrite vithin nalties to Se lid reason. e for a mini ilpment froi Il be for a p d to submit dayor'sPerm upon subm mit comple he brand fo	ten or legibility written. upon conforme of the approved Purchase Order (P.O). ec. 69 of the Revised IRR-RA 1984 shall be imposed for non- imum of three (3) months for Supplies & Materials; m date of acceptance by the end-user. beriod of sixty (60) calendar days. t updated documents yearly such as G-EPS Resgistration, nit, DTI, Bank Name/Account and Branch for evaluation of the plission of the quotation. tet specifications showing products certification, if applicable. or each items being offered. g for this procurement isPHP 120,000.00	MARIDEL C. ZABELLA Director, Procurement Office				
Item #	Gity.	Onit	ITEM/S DESCRIPTION Portable Duplex Document Scanner - Capable of Scanning both Sides of	Unit Pri	ce Total Cost			
	2	pcs	Documents in a single pass, Handless Various Paper Sizes (short and long fast-feed automatic document feder, optical resolution around 300-600 dpi, USB Connectivity, Compatible with Windows and Mac, and compact for Easy Office Use (DELIVER TO SLSU LUCENA)					
	2	pcs	Document Scanner Automatic Feeder / Manual Feed Duplex (DELIVER TO SLSU LUCBAN)	0				
				-				
				+				
	_			-				
				_				
				+				
		7						
				-				
				_				
Source of Fund: VARIOUS FUNDING Warranty: Delivery Period: 30 DAYS Price Validity: After having carefully need & accepted your Genaral Conditions, We quote you on the item(s) at prices note above. If the space of providec on the Delivery Period, Warranty & Price Validity are left blank,								
it means that I concur w/ the Terms & Conditions specified by SLSU Procurement Office.								
			Printed Nam	e/Signature/Da	te			
AFA-PRC-	1.02 F2, R	EV. 4		•				



Portable duplex document scanner







Scanner Type

ADF (Automatic Document Feeder) / Manual Feed,

Duplex

Auto mode*2

Simplex / Duplex: 40 ppm

Normal mode

Simplex / Duplex: 40 ppm (Color / Grayscale: 150 dpi,

Monochrome: 300 dpi)

Scanning Speed*1

(A4 portrait)

Better mode

Best mode

Simplex / Duplex: 40 ppm (Color / Grayscale: 200 dpi,

Monochrome: 400 dpi)

Simplex / Duplex: 40 ppm (Color / Grayscale: 300 dpi,

Monochrome: 600 dpi)

Excellent mode*3

Simplex / Duplex: 10 ppm (Color / Grayscale: 600 dpi,

Monochrome: 1,200 dpi)

Scanning Color Mode

Color, Grayscale, Monochrome, Automatic (Color /

Grayscale / Monochrome*4 detection)

Image Sensor

CIS x 2 (Front x 1, Back x 1)

Light Source

3 color LED (Red / Green / Blue)

Optical Resolution

600 dpi

	Normal Scan*5	Minimum 50.8 x 50.8 mm (2 x 2 in.) Maximum 216 x 360 mm (8.5 x 14.17 in.)		
Document Size	Manual Scan*6	A3, B4, 279 x 432 mm (11 x 17 in.)		
	Long Paper Scanning*7	3,000 mm (863 mm in 32-bit) Smart Device: 863 mm (Duplex), 1,726 mm (Simplex)		
Paper Weight (Thi	ckness)	40 to 209 g/m² (11 to 56 lb) A8 or less: 128 to 209 g/m² (34 to 56 lb) Cards: 0.76 mm or less (Compliant with the ISO7810 ID-1 type) (Includes embossed cards in landscape orientation)		
ADF Capacity*8		50 sheets (A4, 80 g/m ² or 20 lb)		
Multifeed Detection	on	Overlap detection (Ultrasonic sensor), Length detection		
Lutanface	USB	USB 3.2 Gen1 / USB 3.1 / USB 3.0 / USB 2.0 / USB 1.1 (Connector Type: Type-B)*9		
Interface	Wi-Fi	IEEE802.11a/b/g/n/ac Frequency band: 2.4 GHz / 5 GHz*10		
	Connection Mode	Access Point Connect Mode (Infrastructure mode)*11 Direct Connect Mode (Ad-hoc mode)*12		
	Security	WEP (64bit / 128bit), WPA (TKIP / AES), WPA2 (AES), WPA-PSK (TKIP / AES), WPA2-PSK (AES)		
	Easy Installation	WPS2.0		
Wi-Fi Interface	Rated Power (EIRP) (North America)	2.4 GHz: 11b: +23.5dBm / 11g: +22.0dBm / 11n/ac: +22.0dBm (20 / 40MHz) 5 GHz*10: 11a: +15.5dBm / 11n/ac: +16.5dBm		
	(NOTHI AMERICA)	(20MHz)		

Rated Power (EIRP) 2.4 GHz: 11b: +19.0dBm / 11g: +20.5dBm / 11n/ac:

+20.5dBm (20 / 40MHz)

(Others)

5 GHz*10: 11a: +15.5dBm / 11n/ac: +16.5dBm

(20MHz)

LCD

4.3 in. color TFT touch screen

Power Requirements

AC 100 to 240 V, 50/60 Hz

Operating Mode

17 W or less

Power

Consumption

Sleep Mode

USB connected: 1.5 W or less

Wi-Fi connected: 1.6 W or less

Operating

Temperature

5 to 35 °C (41 to 95 °F)

Environment

Relative Humidity

20 to 80% (Non-condensing)

Environmental Compliance

ENERGY STAR, ROHS

Dimensions (W x D x H)*13

292 x 161 x 152 mm (11.5 x 6.3 x 6.0 in.)

Weight

3.4 kg (7.5 lb)

Driver

ScanSnap specific driver Windows: Does not support TWAIN / ISIS™

macOS: Does not support TWAIN

ScanSnap Home (for PC) (All-in-one document

management software/driver)

ScanSnap Home (for mobile)

Kofax Power PDF Standard (Windows)*15 Kofax Power PDF Standard for Mac (Mac)*15

ABBYY FineReader for ScanSnap™

Safety Precautions, AC cable, AC adapter, USB cable,

Receipt Guide

Included Items

Software*14

System Requirements for PC

Compatible Operating Systems*1

Windows 11 / 10 (32-bit

/ 64-bit)

ScanSnap Home*4

Supported

Driver /

Applications*2

Kofax Power PDF

Standard*5

Supported

ABBYY FineReader for

ScanSnap™

Supported

CPU*6

Intel or Intel-compatible

processors

Hardware

Requirements*3

Display Resolution

1,024 × 768 pixels or

more

Disk Capacity*7*8

3.8 GB or more of free

disk space

System Requirements for Mac

Compatible Operating Systems

macOS Catalina 10.15

or later

ScanSnap Home*3

Supported

Driver /

Applications*1

Kofax Power PDF Standard

for Mac*4

Supported

ABBYY FineReader for

ScanSnap™

Supported

CPU*5*6

Intel processor or Apple

silicon

Hardware

Requirements*2

Display Resolution

1,024 x 768 pixels or

more

Disk Capacity

2.5 GB or more of free

disk space