



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number: 9010159
Procuring Entity: NORTHWEST SAMAR STATE UNIVERSITY
Title: Supply, Delivery and Installation of Copier Machine (2022-09-352)
Area of Delivery: Samar

Solicitation Number:	2022-09-352	Status	Active
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:	Office Equipment	Date Published	13/09/2022
Approved Budget for the Contract:	PHP 80,000.00	Last Updated / Time	13/09/2022 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	16/09/2022 09:00 AM
Client Agency:			
Contact Person:	Jhenrose Savellino Billate Procurement Staff Rueda Extension Cabayog City Samar Philippines 6710 63-55-2093122 63-55-2093122 procurement@nwssu.edu.ph		

Description

PROCUREMENT OFFICE
 Email: procurement@nwssu.edu.ph
 Contact Number: 09173178126

REQUEST FOR PRICE QUOTATION
 RFQ No. 2022-09-352
 September 13, 2022

SIR/MADAM:

Please quote your lowest price for the following items enumerated below, taking into consideration the following:

TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) of Item 1 is P 80,000.00 under PR No. 2022-09-352
- Submit your quotation in a sealed envelop on or before September 16, 2022 @ 9:00 AM.
- Opening of RFQs is on September 16, 2022 @ 10:00 AM in our office.
- This procurement is PER ITEM, however, if stated in LOT, quotation shall be evaluated by lot. Any price offer that exceeds the ABC shall be disqualified.
- Price Quotation should be inclusive of the 5% Final VAT and Expanded Withholding Tax (EWT) of 1%.
- Price Quotation shall be valid within thirty (30) calendar days from the deadline of the RFQ.
- Delivery Period is within 30 days and shall commence as stated in the Purchase Order, from on-site delivery.
- If awarded the contract, processing and payment shall be made after the complete delivery of services/Supplies and final acceptance.
- Refusal to accept an award maybe ground for imposition of administrative sanctions under Rule XXII of the revised IRR of RA 9184. Please observe the Revised IRR of RA 9184.
- HQB NORTHWEST SAMAR STATE UNIVERSITY-Main located at Rueda St, Cabayog City, Samar.
- The procuring entity may terminate the contract, in whole or in part, at anytime for unsatisfactory service.
- Request for quotation should be returned within 3 days from receipt hereof.

Item No. Qty. Unit Articles/Description Supplier's Offer (Complete Specifications and Brand Name) Unit Price

1. 1 unit Copier Machine
 Specification:
 Print Speed: Up to 20ppm
 Print Resolution: 600 x 600 dpi
 Paper Weight: 64-157 g/m²
 Paper Sizes: A5 to A3 (297 x 432 mm)
 Warm up time: ±5 sec. or less
 Paper Input: 350 sheets / 1,350 sheets (standard/max)
 Copy Speed: Max. 20 opm
 Standard Tray Capacity: Standard: 350 sheets
 Supported OS: Windows, Linux
 Interface Type: 10 / 100 - Base - 1 Ethernet; USB 2.0

Date:
 (Signed) RAHIL B. CANTARONA, COO,
 BAC Chairperson

I have read and understood the Terms and Conditions stated above.
 By signing this quote, I hereby agree and bind myself to the Terms and Conditions.

Signature Over Printed Name:
 Position in Firm:
 Business Address:
 Contact No.:

Canvassed by:
 (Signature Over Printed Name)

Other Information

- Please submit the following documentary requirements:
- Business/Mayor's Permit
 - PhilGEPS Registration No./Certificate
 - Omnibus Sworn Statement

Created by: Jhenrose Savellino Billate
Date Created: 12/09/2022

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PROCUREMENT OFFICE

Email: procurement@nwssu.edu.ph

Contact Number: **09173178126**

REQUEST FOR PRICE QUOTATION

RFQ No. **2022-09-352**

September 13, 2022

SIR/MADAM:

Please quote your lowest price for the following items enumerated below, taking into consideration the following:

TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) of Item 3 is **P 80,000.00** under PR No. **2022-09-352**
- Submit your quotation in a sealed envelop on or before **September 16, 2022** @ 9:00 AM.
- Opening of RFQs is on **September 16, 2022** @ 10:00 AM in our office.
- This procurement is PER ITEM, however, if stated in LOT, quotation shall be evaluated by lot. Any price offer that exceeds the ABC shall be disqualified.
- Price Quotation should be inclusive of the 5% Final VAT and Expanded Withholding Tax (EWT) of 1%.
- Price Quotation shall be valid within thirty (30) calendar days from the deadline of the RFQ.
- Delivery Period is within **30** days and shall commence as stated in the Purchase Order. Free on site delivery.
- If awarded the contract, processing and payment shall be made after the complete delivery of services/Supplies and final acceptance.
- Refusal to accept an award maybe ground for imposition of administrative sanctions under Rule XXII of the revised IRR of RA 9184. Please observe the Revised IRR of RA 9184.
- FOB-NORTHWEST SAMAR STATE UNIVERSITY-Main located at Rueda St, Calbayog City, Samar.
- The procuring entity may terminate the contract, in whole or in part, at anytime for unsatisfactory service.
- Request for quotation should be returned within **3** days from receipt hereof.

Item No.	Qty.	Unit	Articles/Description	Supplier's Offer (Complete Specifications and Brand Name)	Unit Price
1	1	unit	Copier Machine		
			<i>Specification:</i>		
			Print Speed: Up to 22ppm		
			Print Resolution: 600 x 600 dpi		
			Paper Weight: 64-157 g/m2		
			Paper Sizes: A5 to A3 (297 x 432 mm)		
			Warm up time: 15 sec. or less		
			Paper Input: 350 sheets / 1,350 sheets (standard/max)		
			Copy Speed: Max. 20 opm		
			Standard Tray Capacity: Standard: 350 sheets		
			Supported OS: Windows, Linux		
			Interface Type: 10 / 100 - Base - T Ethernet; USB 2.0		

			Please submit the following documentary requirements:		
			1. Business/Mayor's Permit		
			2. PhilGEPS Registration No./Certificate		
			3. Omnibus Sworn Statement		

Date _____

RAMIL S. CATAMORA, Ed.D.
 BAC Chairperson

I have read and understood the Terms and Conditions stated above.
 By signing this quote, I hereby agree and bind myself to the Terms and Conditions.

Signature Over Printed Name: _____
 Position in Firm: _____
 Business Address: _____
 Contact No.: _____

Canvassed by: _____

 (Signature Over Printed Name)