



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII
Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

REQUEST FOR QUOTATION SHOPPING

RFQ No. : DSWD7-2025-0522
Date : April 23, 2025

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
PhilGEPS Registration No.: _____

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in **Annex A**, please attach in your quotation a duly notarized certification to this effect.

Interested supplier/s are required to submit true copies of their **valid Mayor's Permit and Philgeps Registration Number** upon submission of quotation/s.

Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 887-9720; 233-0261; 231-2172 local 17140 or 17110 or e-mail to bac.fo7@dswd.gov.ph on or before **April 28, 2025 at 5:00PM**.


Very truly yours,


ENGR. EMMANUEL M. EDLES

AO V/Head, Procurement Management Section

Terms and Conditions:

- Award shall be made on per: ☐ item basis ☒ total quoted price ☐ lot basis
- Quotation validity shall be not less than **60 calendar days**.
- Good/s or Services shall be delivered **within 30 days calendar from receipt and conformity of Purchase Order**
- Place of Delivery: **DSWD FO VII, Corner M.J. Cuenco Avenue and Gen. Maxilom Ext., Carreta, Cebu City**
- Terms of Payment: **within 30 days from the receipt of billing statement.**
- Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.
- Warranty period, if applicable: _____


CHARL ALBERT J. TORREFIEL
Canvasser

I am interested to quote and agree to the terms and conditions.

(Signature over Printed Name of Supplier / Service
Provider / Authorized Representative)



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII, Cebu City

Company Name _____
Company Address _____
Contact Person _____
Contact No. _____
PhilGEPS Registration No.: _____
Tin Number: _____

RFQ No.: DSWD7-2025-0522

Date: April 23, 2025

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	3	unit	Supply and Delivery of Ink Tank Printer (color) INK TANK PRINTER (color) Printer Type: Print, Scan, Copy, Fax with ADF Print Method: On-demand inkjet Nozzle Configuration: 180 x 1 nozzles Black, 59 x 1 nozzles per Colour (Cyan, Magenta, Yellow) Maximum Resolution: 5760 x 1440 dpi Print Speed: ISO 24734, A4 Simplex (Black / Colour): Up to 10 ipm / 5.0 ipm*2 Maximum Copies from Standalone: 99 copies Maximum Copy Resolution: 600 x 600 dpi Maximum Copy Size: Legal Scanner Type: Flatbed colour image scanner Sensor Type: CIS Maximum Scan Area: 216 x 297 mm Scanner Bit Depth (Colour): 48-bit input, 24-bit output Scanner Bit Depth (Black & White): 16-bit input, 1-bit output Optical Resolution: 1200 x 2400 dpi Scan Speed (Flatbed / ADF (Simplex)): 200dpi, Black: 12 sec / Up to 4.5 ipm, 200dpi, Colour: 29 sec / Up to 4.5 ipm ADF Paper Capacity: 30 pages (A4), 10 pages (Legal) ADF Support Paper Thickness: 64 – 95 g/m2 Number of Paper Trays: 1				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			Standard Paper Input Capacity: Up to 100 sheets of Plain paper (80 g/m2) Up to 20 sheets of Premium Glossy Photo Paper Output Capacity: Up to 30 sheets of Plain Paper (80 g/m2) Up to 20 sheets Premium Glossy Photo Paper Paper Size: Legal (8.5 x 14"), Indian-Legal (215 x 345 mm), 8.5 x 13", Letter, A4, 16K (195 x 270 mm), B5, A5, B6, A6, Hagaki (100 x 148 mm), 5 x 7", 5 x 8", 4 x 6", Envelopes: #10, DL, C6 Maximum Paper Size: 215.9 x 1200 mm				
			Print Margin: 0 mm top, left, right, bottom via custom settings in printer driver Connection Features: Mobile and Cloud Solutions Operating System Compatibility: Windows XP / XP Prof. / Vista / 7 / 8 / 8.1 / 10 , Mac OS X 10.6.8 or later PC Printing/ Premium Glossy Photo Paper Best Photo: Sound Power (Black / Colour) 5.1 / 5.1 B(A), Sound Pressure (Black / Colour) 38 dB(A) / 38 dB(A) PC Printing / Plain Paper Default: Sound Power (Black / Colour) 6.3 B(A) / 6.2 B(A), Sound Pressure (Black / Colour) 51 dB(A) / 48 dB(A) USB: USB 2.0 Network: Ethernet, Wi-Fi IEEE 802.11b/g/n, Wi-Fi Direct Network Protocol: TCP/IPv4, TCP/IPv6 Control Panel LCD Screen: Colour LCD				
Approved Budget for the Contract: Php 63,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: RSCC							
PURPOSE : FOR RSSC STAFF USE							

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.


CHARL ALBERT J. TORREFIEL
 Canvasser

Signature of Supplier / Authorized Representative Over
Printed Name

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