



REQUEST FOR QUOTATION

Standard Form No.: SF-GOOD-60
 Revised on: May 24, 2004
 Standard Form Title: Request for Quotation

Supplier:
 Address:
 Telephone No.:
 e-Mail:
 Date received by the Supplier:

Requesting Unit:
 PR No.: 2017-12-439
 Quotation No.: 2017-12-199
 Date: December 8, 2017
 ABC: 73,000.00

Please quote your lowest price on the item/s listed, subject to the General Conditions below, stating the shortest time of delivery and **submit your quotation in a sealed envelope** duly signed by your representative not later than _____.

SORAYA T. FACULO, PhD.
 OIC-Assistant School Division Superintendent
 Chairman, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement

Note:

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Indicate brand and model of item offered.
- ✓ Delivery period within _____ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

POSTED IN **PHILGEPS**

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	2	Unit	Color Duplex Document Scanner (ADF) Capacity: 50 sheets Paper size Minimum: 2"x2" Paper size Maximum: 8.5"x240" Daily Duty Cycle: 4,000 sheets Paper Weight: 27-413 g/m ² Roller assembly kit: 200,000 cycles Scanner Type: Sheet-fed, one-pass duplex color scanner Photoelectric Device: Color Contact Image Sensor (CIS) Optical Resolution: 300dpi Color Bit Depth: 30-bit input Grayscale Bit Depth: 24-bit output Light Source: 3-color RGB LED Scanning speed: 35 ppm/70 ipm: 300 dpi Black & White, Color, Gray RoHS compliant 3 years warranty		
2	2	Unit	4-port USB KVM Switch Allows control of 4 USB style PCs from single keyboard, mouse & monitor Supports VGA, SVGA & Multisync monitors Supports video resolution 2048x1536 (bandwidth up to 400MHz) No Driver required		

			Bus power, no AC power adapter required 1 year warranty		
				TOTAL	
Purpose: for faster scanning of documents using automatic document feeder technology					

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

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Signature over Printed Name

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Date/Telephone No.

Canvassed by: