



**Republic of the Philippines**  
**Department of Education**  
**Cordillera Administrative Region**  
**SCHOOLS DIVISION OF BAGUIO CITY**  
**DISTRICT 5**  
**DONTOGAN ELEMENTARY SCHOOL**

**REQUEST FOR QUOTATION**

Supplier: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone No.: \_\_\_\_\_  
 e-Mail: \_\_\_\_\_  
 TIN: \_\_\_\_\_

Requesting Unit: Dontogan Elementary School  
 PR No.: 2022-12-0033  
 Quotation No.: 2022-12-0033  
 Date: December 02, 2022  
 ABC: Php 110,000.00

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 **December 09, 2022**.

POSTED IN PHILGEPs

**LEEANN C. NEAD**  
 Chairperson, Bids and Awards Committee

| Item No. | Qty. | Unit | Item Description   | Unit Price | Total Price |
|----------|------|------|--|------------|-------------|
| 1        | 1    | unit | <b>LAPTOP</b>  |            |             |
|          |      |      | Processor: # of cores:4; # of threads: 4   |            |             |
|          |      |      | Processor base frequency: 2 GHz  |            |             |
|          |      |      | Burst frequency: 3.8 GHz   |            |             |
|          |      |      | Memory: 4 GB RAM   |            |             |
|          |      |      | Hard drive: 256 SSD  |            |             |
|          |      |      | Operating system: For the purpose of testing hardware functionality, supplier must install Windows 11 Pro trial or not activated version downloaded from the official website of Microsoft |            |             |
|          |      |      | Display: 14"-15.6" diagonal  |            |             |
|          |      |      | Connectivity: WiFi and Bluetooth   |            |             |
|          |      |      | Webcam: built-in   |            |             |
|          |      |      | With charger and pouch   |            |             |
|          |      |      | Warranty: 1 year   |            |             |
| 2        | 1    | unit | <b>PRINTER (Print, Scan, Copy)</b>   |            |             |
|          |      |      | Compact integrated tank design   |            |             |
|          |      |      | Sensor type-CIS; Optical resolution: 600 x 1200 dpi  |            |             |
|          |      |      | Maximum scan area: 216 x 297mm   |            |             |
|          |      |      | Printing speed of up to 10.0 ipm for black-and-white, and 5.0 ipm for colour   |            |             |
|          |      |      | Print yield up to 4,500 pages for black-and-white, and 7,500 pages for colour  |            |             |
|          |      |      | Interface: USB   |            |             |
|          |      |      | Consumables: black, cyan, magenta, yellow ink (code 003)   |            |             |
| 3        | 2    | unit | <b>MULTI-FUNCTION PRINTER</b>  |            |             |
|          |      |      | <b>Print, Scan, Copy, Fax with ADF</b>   |            |             |
|          |      |      | PRINTING:  |            |             |
|          |      |      | Printing Technology: Piezoelectric Printhead   |            |             |
|          |      |      | Printer Language: ESC/P-R, ESC/P Raster  |            |             |

- REQUIREMENTS:**
1. Mayor's / Business permit
  2. PhilGEPs registration number or certificate
  3. Omnibus Sworn Statement (for ABC above 50K)
  4. Income/Business Tax Return (for ABC above 500K)

- 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 7 Calendar Days.
  - ✓ Price validity shall be for a period of 30 Calendar Days.



**Address:** Purok 2, Km. 6, Sto. Tomas Rd., Brgy. Dontogan, Baguio City  
**Telephone Number:** (074) 422-5095 / **E-mail Address:** [dontoganes@gmail.com](mailto:dontoganes@gmail.com)  
**Facebook page:** facebook.com/DepEd Tayo Dontogan ES



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|   |   |     |  |  |  |
|---|---|-----|--|--|--|
|   |   |     | Nozzle Configuration: 180 x 1 nozzles Black, 59 x 1 nozzles per Colour (Cyan, Magenta, Yellow)   |  |  |
|   |   |     | Maximum Resolution: 5760 x 1440 dpi  |  |  |
|   |   |     | Print Speed: Up to 33.0 ppm (black) / 15.0 ppm (colour)  |  |  |
|   |   |     | Up to 10.0 ipm (A4 black) / 5.0 ipm (A4 colour)  |  |  |
|   |   |     | Automatic 2-sided printing   |  |  |
|   |   |     | <b>COPYING:</b>  |  |  |
|   |   |     | Copy Speed: Up to 7.7 ipm / 3.8 ipm (black/colour)   |  |  |
|   |   |     | Maximum copies from Standalone: 99 copies  |  |  |
|   |   |     | Reduction/Enlargement: 25 – 400%   |  |  |
|   |   |     | Maximum Copy Resolution: 600 x 600 dpi   |  |  |
|   |   |     | Maximum Copy Size: Legal   |  |  |
|   |   |     | ISO 29183, A4 Simplex Flatbed (Black/Colour):  |  |  |
|   |   |     | Up to 7.7 ipm  |  |  |
|   |   |     | <b>SCANNING:</b>   |  |  |
|   |   |     | Scanner Type: Flatbed colour image scanner   |  |  |
|   |   |     | Sensor Type: CIS   |  |  |
|   |   |     | Optical Resolution: 1200 x 2400 dpi  |  |  |
|   |   |     | Maximum Scan Area: 216 x 297 mm  |  |  |
|   |   |     | Scanner Bit Depth (Colour): 48-bit input, 24-bit output  |  |  |
|   |   |     | Scanner Bit Depth (Grayscale): 16-bit input, 8-bit output  |  |  |
|   |   |     | Scanner Bit Depth (Black & White): 16-bit input, 1-bit output  |  |  |
|   |   |     | <b>FAX FUNCTION:</b>   |  |  |
|   |   |     | Type of Fax: Walk-up Black-and-white and Colour Fax capability   |  |  |
|   |   |     | Fax Resolution: Up to 200 x 200 dpi  |  |  |
|   |   |     | Fax Features: PC Fax (Transmission/Receive), Automatic Redial, Address book, Broadcast Fax (Mono Only), Transmit Reservation, Polling Reception) |  |  |
|   |   |     | <b>ADF FUNCTION</b>  |  |  |
|   |   |     | Support Paper Thickness: 64-95 g/m <sup>2</sup>  |  |  |
|   |   |     | Paper Capacity: 30 sheets (A4 paper), 10 sheets (Legal)  |  |  |
| 4 | 1 | set | <b>DESKTOP COMPUTER</b>  |  |  |
|   |   |     | 10 <sup>th</sup> Gen Intel Core i3-10100 processor (4-Core, 6M cache, 3.6 GHz to 4.3 GHz)  |  |  |
|   |   |     | Windows 10 Home 64 bit English   |  |  |
|   |   |     | Intel UHD Graphics 630 with shared graphics memory   |  |  |
|   |   |     | 8 GB, 1x 8 GB, DDR4, 2666MHz   |  |  |
|   |   |     | 3.5" 1 TB 7200 RPM SATA Hard Drive   |  |  |
|   |   |     | 200W EPA L6 Black chassis without TPM  |  |  |
|   |   |     | Ports: HDMI, USB 2.0, USB 3.1 (3.1 Gen 2) Type A Ethernet LAN (RJ-45), VGA (D-Sub) ports, Combo headphone/mic, USB Sleep-and-Charge              |  |  |
|   |   |     | With charger, keyboard, and mouse  |  |  |
|   |   |     | <b>TOTAL</b>   |  |  |

Purpose: For the implementation of the Basic Education-Learning Continuity Plan (BE-LCP)

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

Signature over Printed Name

TIN

Tel. No. / Date



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