



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
REQUEST FOR QUOTATION

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

Supplier:	Requesting Unit:SGOD/N. Tibangay
Address:	PR No.:2025-09-230
Telephone No.:	Quotation No.: 2025-09-232
e-Mail:	Date: September 24, 2025
Delivery Period:	ABC: 32,000.00
Date Received by the Supplier:	

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 September 29, 2025 @ 9am

Failure to submit this on or before the due date aforstated will be a ground for disqualification.



CARMEL F. MERIS

OIC-Assistant Schools Division Superintendent
 Chairman, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement if above 50,000.00
4. Income/Business Tax Return 500,000.00 and above
5. PLEASE write the UNIT PRICE and TOTAL PRICE

Note:

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

Item No.	Qty.	Unit	Item Description	Unit Cost	Unit Price	Total Price
1	1	Unit	Scanner *Please see attached specifications	32,000.00		
					TOTAL	

Purpose: Procurement of scanner for office use in the SGOD office and any other training related activities



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
Telephone No.: (074) 665-1231
Email Address: baguio.city@depd.gov.ph



DepEd Tayo Baguio City



<https://depdpines.com>



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

Signature over Printed Name

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Date/Telephone No.

Canvassed by:

TECHNICAL SPECIFICATIONS

Scanner type	Flatbed color
Photoelectric device	Color CCD line sensor
Effective pixels	54,400 × 74,880 pixels at 6400 dpi * Scanning area may be restricted if resolution setting is large.
Document size	Reflective: 216 × 297 mm (8.5 × 11.7 inches) A4 or US letter size Transparent: 35mm film strip: 12 frames at a time 35mm slides: up to 4 slides at a time 6 × 12 cm medium format: 1 frame at a time
Scanning resolution	6400 dpi (main scan) 9600 dpi with Micro Step Drive (sub scan)
Output resolution	50 to 6400, 9600, and 12800 dpi (50 to 6400 dpi in 1 dpi increments)
Image data	16 bits per pixel per color internal 16 bits per pixel per color external (maximum)
Interface	One USB 2.0 Hi-speed port