



Republic of the Philippines
Department of Agriculture
AGRICULTURAL CREDIT POLICY COUNCIL
28/F One San Miguel Avenue (OSMA) Bldg.,
San Miguel Ave cor Shaw Blvd.,
Ortigas Center 1605 Pasig City
Tel. Nos. 8634-3320 to 21; 8634-3326/
Fax Nos. 8634-3319; 8584-3861



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Date: April 25, 2024
RFQ No. 2024 – 18

REQUEST FOR QUOTATION (RFQ)

The Agricultural Credit Policy Council (ACPC) through the Bids and Awards Committee (BAC), intends to procure:

PROCUREMENT OF THREE (3) COLOUR MULTIFUNCTION NETWORK PRINTER

Approved Budget for the Contact : PhP 900,000.00
Purchase Request/s No : 2024-04-207
Mode of Procurement : NP-Small Value Procurement (Sec. 53.9)

Interested bidders/supplier of known qualifications are hereby invited to submit quotation signed by its authorized representative at the below address and/or thru email to the following addresses:

Agricultural Credit Policy Council
28F One San Miguel Ave. Building, San Miguel Ave.
cor. Shaw Blvd., Ortigas Center, Pasig City
procurement@acpc.gov.ph
(02) 8634 33 21

Rachel A. Bustamante
Head, BAC Secretariat

Supplier who will submit proposals with the Lowest Calculated quotations shall be selected. A copy of below list of requirements shall be submitted on or before **April 30, 2024 (Tuesday), 5PM.**


Documentary Requirements:


1. Mayor's/Business Permit (*in case of expired permit, submit a copy of recently expired permit and Official Receipt as proof of renewal*)
2. PhilGEPS Registration Certificate
3. Notarized Omnibus Sworn Statement
4. List of ongoing and completed contracts with contact details (*email and telephone no.*)

INSTRUCTION TO SUPPLIER

- Submit your quotation using the prescribed **Quotation Form** (Annex A of the RFQ).
- Accomplish the Quotation Form and do not alter the contents of the form in any way.
- Non-compliance with the submission of the **accomplished prescribed/standard Quotation Form** and **Documentary Requirements within the prescribed deadline** shall automatically be disqualified.

Very truly yours,


MSCasuga (Apr 22, 2024 12:00 GMT+8)
DIR. MAGDALENA S. CASUGA
BAC CHAIRPERSON


Rachel Bustamante (Apr 22, 2024 11:47 GMT+8)

QUOTATION FORM

Name of Company : _____
Address : _____
Contact Person : _____
Contact Number : _____
Email address : _____

After having carefully read and accepted the Terms and Conditions of this RFQ specified Annex B, hereunder is our quotation/s for the item as follows:

<u>PROCUREMENT OF THREE (3) COLOUR MULTIFUNCTION NETWORK PRINTER</u> <i>(ABC: PhP 900,000.00)</i>					
ITEM	DESCRIPTION	QTY	UNIT	OFFER	
				Unit Cost	Total
1	A3 Colour Multifunction Network Printer, Branded Printer Type: Print, Scan, Copy and Fax with ADF Printing Technology: Print Method: PrecisionCore Printhead Memory (Min/Max): 4,224 MB Minimum Ink Droplet Volume: 4.6 pl Printer Language: ESC/P-R Max Monthly Duty Cycle: 75,000 pages per month Print Direction: Bi-directional printing, Uni-directional printing Nozzle Configuration: 800 nozzles each colour (Black, Cyan, Magenta, Yellow) Maximum Resolution: 4,800 x 1,200 dpi (with Variable-Sized Droplet Technology) Printer Control Language Emulations: PCL5 / PCL6 / Postscript3 / PDF (ver1.7) Automatic 2-sided Printing: Yes HDD Capacity: 320 GB Print Speed: Draft, A4 (Black / Colour): Approx. 35 ppm / 35 ppm ISO 24734, A4 Simplex (Black / Colour): Approx. 26 ipm / 25 ipm ISO 24734, A4 Duplex (Black / Colour): Approx. 18 ipm / 17 ipm ISO 24734, A3 Simplex (Black / Colour): Approx. 13 ipm / 13 ipm ISO 24734, A3 Duplex (Black / Colour): Approx. 11 ipm / 11 ipm First Page Out Time From Ready Mode (Black / Colour): Approx. 5.5 sec Copying: ISO 29183, A4 (Black/Colour), Flatbed: Approx. 24 ipm / 23 ipm	3	Unit		

<p>ISO 24735, A4 Simplex ADF (Black / Colour): Approx. 21 ipm / 21 ipm</p> <p>ISO 24735, A4 Duplex ADF (Black / Colour): Approx. 15 ipm / 15 ipm</p> <p>Copy Function: Reduction / Enlargement: 25 - 400%, Auto-fit function</p> <p>Maximum Copy Size: A3</p> <p>Copy Paper Size (Flatbed): A3, B4, Legal, Indian- Legal, 8.5x13in, Letter, A4, B5, A5, B6, A6, 16K, 8K, 13x18cm, HV 16:9 Wide, 10x15cm, #10, DL, C4, C6</p> <p>Copy Resolution: 600 x 600 dpi</p> <p>Max Copies: 999</p> <p>Scanning: Scanner Type: Flatbed colour image scanner Sensor Type: Colour CIS Optical Resolution: 600 x 600 dpi Maximum Scan Area: 297.18 x 431.8 mm (11.7 x 17")</p> <p>Scanner Bit Depth (Colour): 30-bit input, 24-bit output</p> <p>Scanner Bit Depth (Grayscale): 10-bit input, 8-bit output</p> <p>Scanner Bit Depth (Black & White): 10-bit input, 1- bit output</p> <p>Scan Features: Scan to Memory Device, Scan to Network Folder/ FTP, Scan to Email, Scan to Computer (Document Capture Pro), Scan to Computer (WSD)</p> <p>Scan Speed (A4 Landscape) Monochrome/Colour: 200dpi, Flatbed: 3.7 sec, ADF Simplex: 50 ppm, ADF Duplex: 100 ipm</p> <p>Fax Function: Type of Fax: Walk-up Black-and-white and Colour</p> <p>Fax Capability Receive Memory / Page Memory: 6 MB, Page Memory Up to 550 pages (ITU-T No.1 chart) Error Correction Mode: ITU-T T.30 Fax Speed (Data Transfer Rate): Up to 33.6 kbps, Approx. 3 sec/ page</p> <p>Fax Resolution (Black & White): Standard: 8pels/mm x 3.85lines/mm Fine: 8pels/mm x 7.7lines/mm Super Fine: 8pels/mm x 15.4lines/mm Ultra Fine: 16pels/mm x 15.4lines/mm</p> <p>Fax Resolution (Colour): Fine: 200 x 200 dpi Photo: 200 x 200 dpi</p> <p>Transmission Paper Size (Flatbed/ADF): A5 to A3/Ledger</p> <p>Receiving Paper Size: HLT, A5, B5, A4, LT, LGL, B4, 11x17in, A3</p> <p>Speed Dial / Group Dial: Up to 2,000 numbers, 200 groups</p>				
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<p>Fax Features: PC Fax (Transmission/Receive), Automatic Redial, One Touch Dial, Address Book, Transmit Reservation, Broadcast Fax (Mono only), Polling Reception, Fax Preview, Fax to E-mail, Memory Reception, Fax to Folder</p> <p>ADF Specifications:</p> <p>Support Paper Thickness: 38-128 g/m²</p> <p>Paper Capacity: 150 pages (80 g/m²)</p> <p>Automatic 2-sided Scan / Copy / Fax: Yes</p> <p>Paper Handling:</p> <p>Paper Feed Method: Friction Feed</p> <p>No. of Paper Trays: 2 (Front 1, Rear 1)</p> <p>Standard Paper Input Capacity: Up to 400 sheets (80 g/m²)</p> <p>(Cassette 1: 250 sheets + Rear Slot: 150 sheets)</p> <p>Maximum Paper Input Capacity: Up to 1,900 sheets (80 g/m²)</p> <p>(Cassette 1: 250 sheets + Rear Slot: 150 sheets + 3 x Optional Cassettes: 500 x 3 sheets)</p> <p>Output Capacity: 250 sheets</p> <p>Maximum Paper Size: A3+, 329 x 1200 mm (12.95 x 47.24")</p> <p>Paper Sizes: A6, A5, A4, A3, A3+, Executive, Letter, 8.5 x 13 in, Indian-Legal, Legal, B6, B5, B4, 100 x 148 mm, 3.5 x 5 in, 4 x 6 in, 5 x 7 in, 5 x 8 in, 8 x 10 in, 16:9 wide, 16K 195 x 270 mm, 8K 270 x 390 mm,</p> <p>Envelopes: #10, DL, C6, C4</p> <p>Interface:</p> <p>USB: USB 3.0</p> <p>Network: Ethernet (1000BASE-T/100BASE-TX/10BASE-T)</p> <p>Wi-Fi, Wi-Fi Direct</p> <p>Network Protocol: TCP/IP v4, TCP/IP v6</p> <p>Network Management Protocols: SNMP, HTTP, DHCP, BOOTP, APIPA, PING, DDNS, mDNS, Sntp, SLP, WSD, LLTD</p> <p>Security Functions: Limit Access Function, PIN No. Certification,</p> <p>LDAP Address Book, IP Address Filtering, Panel Admin Mode</p> <p>Network Printing Protocol: LPD, IPP, PORT9100, WSD</p> <p>Control Panel:</p> <p>LCD Screen: 5.0 inch / 12.7cm TFT Colour LCD</p> <p>Printer Software:</p> <p>Operating System Compatibility:</p> <p>Windows XP / Vista / 7 / 8 / 8.1 / 10</p> <p>Mac OS X 10.6.8 or later</p> <p>Windows Server 2003 / 2008 / 2012 / 2016 / 2019</p> <p>Noise Level:</p> <p>PC Printing / Premium Glossy Photo Paper Best Photo:</p> <p>6.2 B(A), 46 dB(A)</p> <p>PC Printing / Plain Paper Default: 6.9 B(A), 53 dB(A)</p> <p>Dimensions and Weight:</p>				
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	Dimensions (W x D x H): 621 x 751 x 711 mm Weight: 75.6 kg Inclusions: 3 x 500-Sheets Option Paper Cassette 3 x Printer Stand 30 x Maintenance Box				
Note: Please specify the brand you intend to offer.					
	<i>** Nothing Follows **</i>				
	<i>(Price Proposal must be VAT Inclusive)</i>		TOTAL COST		

I hereby certify to comply and deliver all the above requirements.

Signature over Printed Name

Position and Designation

Date



TERMS AND CONDITION

I. VALIDITY OF PRICE QUOTATIONS AND OTHER IMPORTANT REMINDERS

- Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies Payable.
- Price validity shall be valid for a period of thirty (30) calendar days from the date of submission.
- Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for equipment, three (3) years for IT equipment from date of acceptance by the end-user.
- Quotations exceeding the Approved Budget for the Contract shall be rejected.
- The bidders are required to submit brochures, pictures and technical data pertaining to the brand and model of the item being offered.
- In case two or more bidders are determined to have submitted the Lowest Calculated Quotation, ACPC shall adopt a tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- Award of Contract shall be made to the supplier/bidder with the lowest quotation and who has complied with the minimum technical specifications and other terms and conditions stated herein.

II. DOCUMENTARY REQUIREMENTS

The following Eligibility Requirement must be submitted along with your quotation:

- a. Mayor's/Business Permit
- b. PhilGEPS Registration Certificate
- c. Omnibus Sworn Statement
- d. List of ongoing and completed contracts with contact details (*email and telephone no.*)

III. DELIVERY SCHEDULE AND ACCEPTANCE

- The Service Provider/Supplier must complete all works within thirty (30) days from the conforme/approval of the Purchase Order (PO).
- The items shall be delivered according to the requirements specified herein.
- ACPC shall have the right to inspect and/or to test the goods to confirm their conformity to the specifications. Supplier shall, within 3 calendar days from notice, replace all defective items at no cost to the ACPC.

IV. PAYMENT TERMS AND LIQUIDATED DAMAGES

- Payment shall only be processed after the submission of billing statement/invoice and upon completion of delivery of all services listed in the Purchase Order/ Contract as well as upon inspection and acceptance of the goods by the end-user.

PAYMENT DETAILS:	
Banking Institution:	
Account Number:	
Account Name:	
Branch	

- Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay.

V. DEADLINE OF SUBMISSION

- Quotations duly signed by the supplier's authorized representative should be submitted to the BAC Secretariat not later than **April 30, 2024 (Tuesday), 5PM** through a sealed envelope at the ACPC office in 28F One San Miguel Ave. Building, San Miguel Ave. cor. Shaw Blvd., Ortigas Center, Pasig City or through email. Quotations submitted after the said deadline shall not be accepted and considered. Any erasures or overwriting shall be valid only if these are signed or initialed by the bidder or his/her authorized representative/s.

I hereby declare that I understand and acknowledge the terms and conditions listed.

Signature over Printed Name

Position and Designation

Date

