



OFFICE OF THE BIDS AND AWARDS COMMITTEE

Name of Project : **Supply and Delivery of Two (2) Units Photocopier Machine to be used at City General Services Office - Supply, Records and Property Management Division, City of San Fernando, Pampanga**

Location of the Project : **Supply, Records, Property Management Division**

REQUEST FOR QUOTATION

(FM-CSFP-CGSO-39; Revision No. 01;06/23/14)

Date : **July 10, 2018**

Quotation No. : **01-18-1654**

Company Name

Address

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **July 16, 2018 at 10:00 A.M.** at **CGSO Building, New Public Market, City of San Fernando, Pampanga.**

Canvassed by:

Approved by:

JOAN D. GUTIERREZ
Administrative Aide I

ENGR. MICHAEL N. QUIZON, JR.
BAC Chairman

- NOTE:
1. ALL ENTRIES MUST BE READABLE
 2. DELIVERY PERIOD WITHIN ____ CALENDAR DAYS
 3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
 4. PRICE VALIDITY SHALL BE FOR A PERIOD OF SIXTY (60) CALENDAR DAYS

ITEM NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL
1	2	unit(s)	Automatic Document Feeder Original Cover System Memory: 128MB Resolution: Max 600 x 600 Dpi Built-In Scanner Printing and Copying Speed - A4 (up to 22 ppm) A3 (up to 8ppm) Print System Laser Paper Feeder - Standard : 350 sheets maximum Max 1,350 sheets Warm-up time less than 15 seconds Power 22-240 volts, 50/60 Hz zoom 25-400% in 1% step WLAN Adapter		
			xxxxxx Nothing follows xxxxxx		
			TOTAL AMOUNT		P

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

Printed Name / Signature

Tel No. / Cellphone No.

Date