### Name of Project
SUPPLY AND DELIVERY OF PHOTOCOPIER MACHINE

### Location of the Project
CITY GENERAL SERVICES OFFICE - SUPPLY, RECORDS AND PROPERTY MANAGEMENT DIVISION

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

<table>
<thead>
<tr>
<th>Date</th>
<th>MARCH 10, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quotation No</td>
<td>ES-01-15-0453</td>
</tr>
</tbody>
</table>

#### 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 MARCH 18, 2015 at 10:00 A.M. at CGSO Building, New Public Market, City of San Fernando, Pampanga.

**Canvassed by:**
TERESITA A. PABALAN  
Administrative Aide III

**Approved by:**
ENGR. MICHAEL N. QUIZON, JR.  
BAC Chairman

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**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

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>QTY</th>
<th>UNIT</th>
<th>ITEM DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
</table>
| 1        | 1   | unit | Digital Copier pref. Gestetner  
*Copier, Printer, Scanner, Black and White, Color  
*600Ddpi copier resolution with digital enhanced features  
*128mb copier memory with electronic sorting  
*50% to 200% zoom range in 1% steps  
*20 copies per minute  
*1 standard paper tray  
*up to 99sets of multiple copying  
*6.5 first copy speed  
*10 seconds warm up time  
*with enlarger and reducer  
*20prints per minute  
*Standard Printer and Scanner  
*Standard USB Interface  
*vista/win7; UNIX environments: OPEN SUSE (KDE & Gnome)  
*Scanning: B&W 17images per minute, color: 6 images per minute  
*Standard Duplex  
*Laser Beam Scanning and 600 dpi Electronic Photography Printing | P __________ | 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