



**Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES**

**REQUEST FOR QUOTATION
NO.: RFQ-2022-012**

Date: **March 31, 2022**

Name of the Company : _____
Address : _____
Contact No. : _____
PhilGEPS Registration No. : _____

Sir/Madam:

Please quote your best offer (lowest net, price, taxes, and government discount terms included) and submit your Quotation duly signed by you or your duly authorized representative not later than **April 6, 2022 at 2:00PM** for:

Name of the Project : **SUPPLY AND DELIVERY OF VARIOUS OFFICE EQUIPMENT (SCANNER/S, PHOTOCOPIER/S AND SMART TV) FOR LAOAG INTERNATIONAL AIRPORT**
Location : **Laoag International Airport**
Terms of Reference :

Sealed quotations must be submitted either personally to Ms. Hazelle May C. Andres, Head, Secretariat of the Bids and Awards Committee of Laoag International Airport (BAC-LIA) or e-mail at areacenter1_bac@caap.gov.ph. For any clarification, do not hesitate to contact us through the contact information seen below.

Aside from the Terms and Conditions provided at the back portion of this RFQ, please observed the following general conditions:

1. **The following documents must be attached upon submission of the Quotation:**
 - a) Mayor's Permit
 - b) PhilGEPS Certificate of Registration
2. All quotations shall be considered as fixed price and not subject to price escalation during the contract implementation.
3. Payment shall be made through check.

(Original Signed)

Atty. RIZZA JOY S. VALLESTERO
Chairperson, Bids and Awards Committee

After having carefully read and accepted the Terms and Conditions, I/We submit our quotations for the following item/s:

ITEM DESCRIPTION (SPECIFY THE BRAND AND MODEL OF YOUR OFFER/PROPOSAL, IF APPLICABLE)	APPROVED BUDGET OF THE CONTRACT (ABC)	OFFER*						REMARKS
		PRICE				Compliance w/ Technical Specifications		
		QTY	UNIT	Unit Price	Total Price	Yes	No	
1. Deuplex Sheet-Fed Document Scanner General Specifications: <ul style="list-style-type: none"> ➤ Scan Speed: up to 65ppm/130ipm (one-pass duplex) ➤ Scanner Type: A4 sheet-fed, one-pass duplex colour scanner 	₱100,000.00	2	Unit					



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

<ul style="list-style-type: none"> ➤ Scan from 27gsm to 413gsm ➤ Max Document Size: 215.9 x 6,096mm (up to A3 width) ➤ ADF Capacity: Up to 100sheets (80gsm) ➤ Multi-feed Detection: Ultrasonic Sensor and Length Detection ➤ Optical Resolution: 600 x 600dpi ➤ Output Resolution: 50 – 1,200dpi ➤ With at least 1.44” Colour LCD Screen 								
<p>2. Photocopier Package (3-in-1 Colored Multifunction Machine & 3-in-1 Black & White Multifunction Machine)</p> <p>Machine Specification for Colored Photocopier:</p> <ul style="list-style-type: none"> ➤ With Automatic Reverse Document Feeder ➤ 3-in-1 Color Multifunction Machine (Scan, Print, Copy) ➤ 10 inches Smart Operation Panel ➤ Continues output speed up to 20 pages per minute ➤ Standard 2GB Memory (RAM) ➤ Standard 320GB Hard Disk Drive (Storage Device) ➤ Laser Beam Scanning & Electro Photographic Printing (Copy and Print Process) ➤ Multiple copying up to 999 copies ➤ Standard USB 2.0 port and ethernet port or LAN port (Connect to computer for printing and scanning) ➤ Standard dual paper tray and bypass tray ➤ Standard max. paper size: SA3 	₱294,000.00	1	Lot					



<p>paper size 12" x 18" paper size</p> <ul style="list-style-type: none"> ➤ Standard back-to-back printing on all paper trays ➤ Scan Speed With: 120 IPM (simplex) and 240 IPM (duplex) ➤ Max Resolution: 1200 x 1200 dpi ➤ Print from and scan to media devices (android and flash drive) ➤ With Free: <ul style="list-style-type: none"> 1 crg Toner Black 1 crg Toner Magenta 1 crg Toner Cyan 1 crg Toner Yellow 1 unit Cabinet ➤ After Sales Service: Lifetime free service with monthly maintenance check-up/repair ➤ Machine Guarantee: 1 year or 60,000 copies whichever comes first <p>Machine Specification for Black and White Photocopier:</p> <ul style="list-style-type: none"> ➤ With Automatic Reverse Document Feeder ➤ 3-in-1 Black and White Multifunction Machine (Scan, Print, Copy) ➤ Continues output speed up to 20 pages per minute ➤ Standard 256MB Memory ➤ Laser Beam Scanning and Electro Photographic Printing Copy Process ➤ Standard USB 2.0 Port (Connect to computer for printing and scanning) ➤ Standard Paper Tray: 1 and By-Pass Tray 							
--	--	--	--	--	--	--	--



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

<ul style="list-style-type: none"> ➤ Standard Max. Paper Size: A3 paper Size ➤ With Free: ➤ 1 crg Toner Black ➤ 1 bag Developer Black ➤ 1 unit Cabinet ➤ After Sales Service: Lifetime free service with monthly maintenance check-up/repair ➤ Machine Guarantee: 1 year or 60,000 copies whichever comes first 								
<p>3. SMART TV</p> <ul style="list-style-type: none"> ➤ Display: 65" Crystal UHD Smart TV ➤ Picture Engine: Crystal Processor 4K ➤ Picture Quality Index: 2000 Upscale FHD Content to 4K Picture Quality Purcolor ➤ Sound: Q-Symphony ➤ Connectivity: HDMI, USB, LAN, Bluetooth, WLAN ➤ Design: Ne Bezel-less (3 Bezel-less type) <p>Accessories:</p> <p>1. Conference Camera: 1080p, 360 rotation, up to 10x optical zoom</p> <p>2. Conference Microphone and Speakerphone: High-power omnidirectional microphone, 360° audio pickup and 6m radius pickup range, Built-in 8W speaker, can be used as a loudspeaker or computers or laptops for video conference</p>	₱78,000.00	1	Set					
TOTAL ABC	₱472,000.00							
GRAND TOTAL:								

Note: Quotation for each item must not exceed the ABC per item

**Signature over Printed Name
Supplier/Dealer/Contractor**



TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.
3. Price quotation/s shall be denominated in Philippine Peso which includes all taxes, duties and/or levies payable.
4. Quotations exceeding the ABC shall be rejected.
5. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein. Further, the most advantageous to the government to the point of quality of materials and prices as well as the responsiveness of the bids shall be the basis of the award.
6. *The Head of the Procuring Entity reserves the right to reject any and all bids, declare a failure of bidding or not award the contract in any of the following conditions set forth by Sec. 41 (Reservation Clause) of the Revised IRR of RA 9184.*
7. The Supply Office of LIA shall have the right to inspect and to test the goods to confirm their conformity to the technical specifications.
8. *Date of Completion/Delivery:* In case of an approved POW, within the period stated therein. While, in cases of regular procurement, within 7-10 days or less, after the issuance of the Purchase Order. Further, any request of extension shall be sent to the End-User/Implementing Facility concern.
9. *Mode and Terms of Payment:* Within ten (10) working days after the supplies/materials and labor/service have been inspected and accepted, respectively, through a check issued by the procuring entity.
10. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. This Office (LIA) shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

NOTE: The aforesaid Terms and Conditions shall be without prejudice to any provisions of a Contract which will be executed by and between the Procuring Entity and Contractor/Supplier/Dealer in order to conform with the requirements set forth by RA 9184.