



## **REQUEST FOR QUOTATION**

The Civil Aviation Authority of the Philippines (CAAP-Main Office), through its Canvass and Contract Committee (CCC), will undertake a **Small Value Procurement** for the “Supply and Delivery of Impact Dot Matrix Printer, 24 pins, 80 columns” in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No. : **C24-070-07**  
Name of Project : **Supply and Delivery of Impact Dot Matrix Printer, 24 pins, 80 columns**  
Approved Budget for Contract : **P16,500.00**  
Terms : See the attached Annex “A” for Terms of Reference and corresponding Specifications  
Location : Procurement Division, CAAP, MIA Road, Pasay City  
Delivery Term : **Seven (7) Calendar Days** from the receipt of Notice for Compliance  
Note: Partial Delivery is **not allowed**  
Delivery Time : 8:00 AM – 4:00 PM Monday to Friday (Regular work days)  
Delivery Location : **CAAP Head Office Warehouse**

Interested suppliers are required to submit their valid and current documents which must be properly fastened and sealed in an envelope:

1. Mayor’s or Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
2. Income Business Tax Return for ABC’s above P500,000.00;
3. PHILGEPS Certificate of Registration;
4. Tax Clearance;
5. Notarize Omnibus Sworn Statement (GPPB prescribed Form) for ABC’s above P50,000.00; (Authorized representative much attach Special Power of Attorney (SPA) for Sole Proprietorship Certificate for Corporation)
6. Price quotation from (**Annex “A”**) during submission of offer/Quotation

The winning supplier shall – upon claiming of the Contract – present the original copy of the documents listed above for comparison, or submit a **Certified True Copy** of the original document which must be certified by the issuing government agency. However, the **original copy** of the Omnibus Sworn Statement, Price Quotation Form, and Brochure **must be included in the sealed bid.**

Price quotation/s must be valid for a period of one hundred twenty (120) calendar days from the date of submission.

The quotation shall be submitted in sealed envelope on or before the closing date of ~~JUL 23 2024~~ 10:00 AM, CAAP Procurement Division and addressed to:

**ATTY. JOHN BEAU B. MASIGLAT**  
Chairperson, Canvass and Contract Committee  
Gate 3 CAAP, Old MIA Road  
Pasay City, Metro Manila

Quotations exceeding the Approved Budget for the Contract shall be rejected.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form. In case two or more bidders are determined to have submitted the Lowest Calculated/Lowest Calculated and Responsive Quotation, CAAP-CCC shall adopt and employ "draw lots" as the tie breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.

The CAAP-TIAC shall have the right to inspect and/or test the goods to confirm their conformity to the technical specifications.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

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. CAAP 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.

Pasay City, July 22, 2024

  
**ATTY. JOHN BEAU B. MASIGLAT**  
CCC Chairperson



Annex "A"

**PRICE QUOTATION FORM**

Date: \_\_\_\_\_

The Chairperson  
 Canvass and Contract Committee  
 Procurement Division, CAAP,  
 MIA Road, Pasay City

Sir:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

<b>Supply and Delivery of Impact Dot Matrix Printer, 24 pins, 80 columns</b>				
<b>Technical Specifications</b>	<b>QTY</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Price</b>
<b>Impact Dot matrix printer, 24 pins, 80 columns</b>	1	unit		
<ul style="list-style-type: none"> <li>● Printing Method: Impact Dot Matrix</li> <li>● Print speed: Up to 416 characters per second (12cpi)</li> <li>● Long-life Reliability : with MTBF rating of 10,000 POH; with Approx. 20 millions MVBF</li> <li>● Dimension and weight: Approx. 4.1kg and 362mm x 275mm x154mm</li> <li>● Input Data buffer: 128KB</li> <li>● Interface: Standard- Bi-directional parallel interface (IEEE-1284 nibble mode supported)/ USB 2.0 Full Speed Serial</li> <li>● Ribbon Cartridge: Standard-Fabric Ribbon Cartridge (Black)</li> <li>● Electrical Specification: AC 220-240V</li> <li>● Printer Driver: Operating System- Microsoft Windows 2000/XP/ 7/ 8/ 8.1/10</li> </ul>				
<b>Total (Inclusive of VAT)</b>				

(Amount in Words)

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
 Name/Signature of Representative



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Position

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Name of Company

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Contact No.

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Email Address





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**TERMS OF REFERENCE**

Name of Project	: Supply and Delivery of the following: A. One (1) unit Impact dot Matrix, 9 pins, 80 columns printer P16,500.00
Approved Budget	: P16,500.00
Delivery Period	: <u>Seven (7) calendar days</u> from the receipt of Notice for Compliance  <i>Note: Partial delivery is <b>not allowed</b>.</i>
Delivery Location	: CAAP Head Office Warehouse  <i>Note: Delivery must be made only from 8:00AM-4:00PM during regular working days.</i>  <i>A Written Notice must be sent to the official email address of the Procurement Division, and Supply Division at least seven (7) calendar days prior to the intended date of delivery.</i>  <i>A confirmation of availability of concerned office must be received by the supplier before proceeding with the delivery. None compliance may be a ground for refusal of entry to the premises and receipt of delivery with no fault on the part of the Civil Aviation Authority of the Philippines.</i>
Terms of Payment	: Payment upon full delivery and subject to usual government accounting rules and regulations.



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**Technical Specifications:**

**One (1) Unit Impact dot Matrix, 9-pins, 80 columns P16,500.00**

PARTICULARS	SPECIFICATIONS
<b>Printing technology</b>	
Print method	Impact dot matrix
Control panel	4 switches ad 5 LEDs
Print direction	Bi-direction with logic seeking
Number of pins in head	9 pins
Control code	ESC/P ad IBM PPDS emulation
<b>Print speed</b>	
High speed draft	10/12/15 cpi:347/357/390 cps (Condensed, 17/20 cpi): 383/298cps
Draft	10/12/15 cpi: 260/312/223 cps (Condensed, 17/20 cpi): 222/260 cps (Emphasized, 10 cpi): 130 cps
NLQ	(10 / 12/ 15 /17/ 20 cpi): 65/ 78/ 55/ 47/ 56 cps
<b>Dimensions and weight</b>	362mm (4.3")-348 mm (13.7") except knob, 275mm (10.8"), 154 mm (6.1")
<b>Input data buffer</b>	128KB
<b>Interface</b>	
Standard	Bi-directional parallel (IEEE_1284 nibble mode supported) USB 2.0 Full-speed, serial
<b>Ribbon Cartridge</b>	
Standard	Fabric ribbon cartridge (Black)
Ribbon life	Approx. 40 million characters (draft 10 cpi, 14 dots/character)
<b>Reliability</b>	
Mean print volume between failure (MPVF)	Approx. 20 millions lines (Except print head)
Mean time between failure (MTBF)	Approx. 10,000 POH (25% Duty)
Print head life	Approx.. 400 million strokes/wire
<b>Control Panel</b>	4 switches and 5 LEDs
<b>Electrical specification</b>	
Rated voltage	AC120 /220-240V
Rated frequency	50Hz/ 60Hz
Power consumption	
Operating	Approx. 27w(ISO/IEC 10561 Letter pattern, (Energy star compliant)
Sleep mode	Approx.. 1.1w
Auto off mode	Approx. 0.2w (120v), approx.. 0.3w (230V)
Power off	0W



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<b>Printer driver/Utility Operating system</b>	Microsoft Windows 2000/XP/ 7, Microsoft windows vista
<b>Utility</b> Epson status monitor 3	Microsoft Windows 2000/XP/ 7, Microsoft windows vista
Epson printer setting	Microsoft Windows 2000/XP/ 7, Microsoft windows vista

**Warranty: At least one (1) year from delivery and acceptance.**

Submitted by:

Approved by:

A handwritten signature in blue ink, appearing to read 'Ritz M. Laher'.

**RITZ M. LAHER**

Cashier I

Collection Section

A handwritten signature in blue ink, appearing to read 'Marilou N. Vibar'.

**MARILOU N. VIBAR**

Chief, Cashiering Division

Cashiering Division