



19 May, 2025

Date

REQUEST FOR QUOTATION

Sir/Madam:

Please quote your lowest net prices, taxes, including Government discount terms, and period of delivery of the following items listed hereunder for the account of the official use of the **Civil Aviation Authority of the Philippines (CAAP), Area Center V**, in connection with the implementation of the **Procurement Of PVC ID Printer For Use Of BIA-CSIS And Virac Airport** project. It is requested that price quotations be submitted in an envelope, duly sealed, **to be opened by our Canvass and Contract Committee (CCC) not later than 02:00 p.m. on 27 May 2025** at the **CAAP's physical address at the BAC/CCC Office, Ground Floor, Admin Bldg., Bicol International Airport (BIA), Daraga, Albay.**

| ITEM NO. | QTY. | UNIT | DESCRIPTION (LOCATION: BIA, DARAGA, ALBAY) | UNIT PRICE | TOTAL |
|----------|------|-------|---|------------|-------|
| 1. | 2 | units | PVC Card Printer | | |
| | | | Specifications: | | |
| | | | - Print technology: Direct-to-card dye-sublimation/resin thermal transfer | | |
| | | | - Print capabilities: One- or two-sided, edge-to-edge printing; Full-color and monochrome printing capability; Alphanumeric text, logos and digitized signatures; 1D/2D bar code images Printer pooling/sharing | | |
| | | | - Print resolution: 300 dots per inch, 256 shades per color panel | | |
| | | | - Print speed: Full-color: up to 200 cards per hour, one-sided (YMCKT*); up to 155 cards per hour, two-sided (YMCKT-K) Monochrome: up to 830 cards per hour, one-sided (black HQ) | | |



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| ITEM NO. | QTY. | UNIT | DESCRIPTION (LOCATION: BIA, DARAGA, ALBAY) | UNIT PRICE | TOTAL |
|------------------------------------|------|------|--|------------|-------|
| Continuation | | | | | |
| | | | - Card capacity Automatic feed: 100-card input for 0.030 in. (0.76 mm) cards; 25-card output standard Manual feed: 1-card input; a 5-card output for 0.030 in. (0.76 mm) cards (SD260) | | |
| | | | - Physical dimensions L 21.2 in. x W 6.9 in. xH 8.8 in. (53.9 cm x 17.5 cm x 22.4 cm) | | |
| | | | - Weight: 12.0 lbs (5.4 kg) (depending on options) | | |
| | | | - Operating system support for printer driver Windows® 7 / Windows Vista® (32 and 64 bit) Windows Server® 2008 (64 bit) Windows XP SP3 / Windows Server 2003 R2 (32 bit) Microsoft Windows Hardware Quality Labs (WHQL) certified | | |
| | | | Environment/energy-saving features ENERGY STAR® qualified printer Biodegradable supply cores made with EcoPure® additive Recyclable enclosure plastics (marked with recycle symbol per Resin Identification Code) Recyclable packaging Included with printer Printer driver CD, Quick Install Guide and warranty Free ID Works® Intro identification software Cleaning pen Cleaning roller spindle USB cable Power supply Power cord (region-specific) | | |
| | | | - Warranties: 30-month standard depot warranty 30-month printhead warranty (no pass restrictions) | | |
| | | | Inclusions: Delivery and Testing of Unit to Respective Airports | | |
| TOTAL AMOUNT OF QUOTATION | | | | | |
| -x-x- nothing follows -x-x- | | | | | |



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Quotations not accompanied by Current Mayor's/Business Permit and Phil-GEPS Registration Number, Brochures/pictures indicating Brand name, Manufacturer's name and Description of PVC ID Printer, and statement of availability of stocks, shall be automatically disqualified. Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded.

Quotations will be opened in the presence of the Bidders' representatives who choose to attend at the address below.


Quotations must be delivered to the **Civil Aviation Authority of the Philippines, Area Center V at its physical address at the BAC/CCC Office, Ground Floor Admin Bldg., Bicol International Airport, Daraga, Albay not later than 02:00 p.m. on 27 May 2025.**

Online submission is not allowed and late quotations shall not be accepted. All quotations together with the required documents should be placed in a **sealed envelope** marked **Procurement Of PVC ID Printer For Use Of BIA-CSIS And Virac Airport.**

TERMS OF REFERENCE

| | |
|---------------------|--|
| Name of Project | Procurement Of PVC ID Printer For Use Of BIA-CSIS And Virac Airport |
| Approved Budget | Three Hundred Thousand Pesos (Php. 300,000.00) |
| Delivery Period | Thirty (30) Calendar Days |
| Delivery Location/s | Supply Office: Bicol International Airport, Daraga, Albay and Virac Airport, Virac, Catanduanes. |
| Delivery Conditions | <ol style="list-style-type: none">1. Acceptance of delivery shall be made from 8:00 A.M to 5:00 P.M only during regular working days.2. The CAAP-BIA Inspection Committee shall have right to inspect and/or test the goods delivered to check their conformity to the technical3. A notification must be sent via email or text message at least three (3) days before the scheduled delivery of the item/s.4. Partial delivery is not allowed.5. In case of failure to make the full delivery within the prescribed delivery period, a penalty of one-tenth (1/10) of one (1) percent shall be imposed per day of delay. |
| Terms of Payment | Payment upon full delivery and subject to usual government accounting rules and regulations. |
| Warranty | A warranty shall be required for a minimum of 30-month standard depot warranty 30-month printhead warranty (no pass restrictions) after the acceptance by the Procuring Entity of the goods and/or equipment. |

Very truly yours,


EPIFANIO O. PRINIA, JR.
Chairperson, Canvass and Contract Committee



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EPIFANIO O. PRINIA, JR.

Chairperson, Canvass and Contract Committee
Civil Aviation Authority of the Philippines
Bicol International Airport
Daraga, Albay

Sir:

In connection with the above Request for Quotation, I/We propose to furnish deliver in conformity with specification of the articles in which I/We quoted, and insofar as controlled items are concerned, the price quotation I/We have made in accordance with those approved by the Price Control Council.

Signature Over Printed Name of Dealer/Supplier

TO WHOM IT MAY CONCERN:

This is to certify that I have personally served this Request for Quotation for the project **Procurement Of PVC ID Printer For Use Of BIA-CSIS And Virac Airport** to the above-named dealer/supplier in accordance with the existing regulations.

LINDA MARIE D. OGENA

Canvasser