

**PHILIPPINE INFORMATION AGENCY**  
PIA Bldg, Visayas Avenue, Diliman Quezon City

**REQUEST FOR QUOTATION (RFQ)**

The Philippine Information Agency (PIA), through its Bids and Awards Committee (BAC), hereby invites all interested suppliers to quote their lowest price on the items listed in the Suppliers Quotation Form (Annex A) subject to the General Conditions stated herein.

NAME OF PROJECT:

**SUPPLY AND DELIVERY OF ONE (1) UNIT ALL-IN-ONE PRINTER WITH CONSUMABLES**

APPROVED BUDGET FOR THE CONTRACT:

**FORTY-NINE THOUSAND NINE HUNDRED PESOS (Php 49,900.00)**

**General Conditions:**

1. Bidding will be conducted through Small Value Procurement under Section 53.9 of the Revised Implementing Rules and Regulations (IRR) of Republic Act. No. 9184, otherwise known as the "Government Procurement Reform Act."
2. Suppliers are required to submit the following prior to notification by the BAC of the award:
  - a. Valid & Current Mayor's/Business Permit for 2024;
  - b. Valid & Current PhilGEPS Registration Certificate/Number;
  - c. Income Tax Return (for ABCs above P500K)
  - d. Omnibus Sworn Statement (for ABCs above P50K);
  - e. Bids should be valid for a period of 90 days.
3. DELIVERY PERIOD: Ten (10) to Twenty (20) days
4. The total price quoted is subject to VAT and other applicable taxes and payable check;
5. Payment shall be prepared through Advice to Debit Account upon receipt of the supplier's Statement of Account, subject to deduction of applicable taxes.

For further inquiries, please coordinate with Charmaine M. Dela Cruz at telephone number 8920-4338. The Quotation may be submitted through e-mail at [charmaine.delacruz@pia.gov.ph](mailto:charmaine.delacruz@pia.gov.ph) on or before **15 November 2024 5:00 PM**

**PHILIPPINE INFORMATION AGENCY**  
**2<sup>nd</sup> Floor Procurement Section**  
**PIA Bldg., Visayas Avenue, Diliman Quezon City**

The Philippine Information Agency (PIA) reserves the right to accept or reject any or all Quotations/Bids, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder(s), and to accept an offer that is most advantageous to the Government.

**ATTY. ALLAN VINCENT B. LORENZO**  
BAC-CHAIRPERSON

## SUPPLIER'S QUOTATION

ITEM NO.	DESCRIPTION	QTY.	UNIT COST (Php)	TOTAL COST (Php)
1	<p><b>SUPPLY AND DELIVERY OF ONE (1) UNIT ALL-IN-ONE PRINTER WITH CONSUMABLES FOR THE USE OF PIA QUALITY MANAGEMENT COUNCIL (QMS)</b></p> <p><i>Technical Specifications:</i></p> <ul style="list-style-type: none"> <li>• 25ipm fast print speed.</li> <li>• High-speed auto-duplex printing.</li> <li>• Energy saving.</li> <li>• Robust security features to safeguard confidential documents.</li> <li>• Cloud and Mobile Solutions for Enhanced connectivity.</li> <li>• Print, scan, copy, and fax with ADF</li> <li>• w/ initial consumables included</li> <li>• warranty of at least one (1) year</li> </ul>	1 unit		
<b>TOTAL AMOUNT</b>				

DELIVERY PERIOD: **10-20 working days**

PRICE VALIDITY: **90 days**

After having carefully read, understood and accepted the conditions specified in the Request for Quotation, Technical Specification and Terms of Reference, I/We quote on the item(s) at prices as above-indicated.

\_\_\_\_\_  
Printed Name and Signature

\_\_\_\_\_  
Business Name and Address

\_\_\_\_\_  
Telephone/Mobile No. and E-mail address

\_\_\_\_\_  
Date

## Technical Specifications

Note: Bidders must state either “Comply” or “Not Comply” in the column “Statement of Compliance” against each of the individual parameters of each Specification:

Item	Specification	Statement of Compliance
	<p style="text-align: center;"><b>SUPPLY AND DELIVERY OF ONE (1) UNIT ALL-IN-ONE PRINTER WITH CONSUMABLES FOR THE USE OF PIA QUALITY MANAGEMENT COUNCIL (QMS)</b></p> <p><i>Technical Specifications:</i></p> <ul style="list-style-type: none"> <li>• 25ipm fast print speed.</li> <li>• High-speed auto-duplex printing.</li> <li>• Energy saving.</li> <li>• Robust security features to safeguard confidential documents.</li> <li>• Cloud and Mobile Solutions for enhanced connectivity.</li> <li>• Print, scan, copy, and fax with ADF</li> <li>• w/ initial consumables included</li> <li>• warranty of at least one (1) year</li> </ul> <p><b>Delivery period: 10-20 working days</b></p> <p><b>Price validity: 90 days</b></p>	

I hereby certify that the statement of compliance to the forgoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature Over Printed Name  
Of Authorized Representative

\_\_\_\_\_  
Date



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11460604  
**Procuring Entity** PHILIPPINE INFORMATION AGENCY  
**Title** SUPPLY AND DELIVERY OF ONE (1) UNIT ALL-IN-ONE PRINTER WITH CONSUMABLES  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b> 24-10-109	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations		
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b> Goods	<b>Bid Supplements</b>	0
<b>Category:</b> Information Technology		
<b>Approved Budget for the Contract:</b> PHP 49,900.00	<b>Document Request List</b>	0
<b>Delivery Period:</b> 20 Day/s		
<b>Client Agency:</b>	<b>Date Published</b>	12/11/2024
<b>Contact Person:</b> Charmaine Maningas Dela Cruz Administrative Assistant V Visayas Avenue, Diliman, Quezon City Metro Manila Philippines 1128 63-2-9204338  charmaine.delacruz@pia.gov.ph	<b>Last Updated / Time</b>	11/11/2024 11:17 AM
	<b>Closing Date / Time</b>	15/11/2024 17:00 PM

#### Description

PHILIPPINE INFORMATION AGENCY  
PIA Bldg, Visayas Avenue, Diliman Quezon City

#### REQUEST FOR QUOTATION (RFQ)

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#### NAME OF PROJECT:

SUPPLY AND DELIVERY OF ONE (1) UNIT ALL-IN-ONE PRINTER WITH CONSUMABLES

APPROVED BUDGET FOR THE CONTRACT:  
FORTY-NINE THOUSAND NINE HUNDRED PESOS (Php 49,900.00)

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For further inquiries, please coordinate with Charmaine M. Dela Cruz at telephone number 8920-4338 The Quotation may be submitted through e-mail at [charmaine.delacruz@pia.gov.ph](mailto:charmaine.delacruz@pia.gov.ph) on or before 15 November 2024 5:00 PM  
PHILIPPINE INFORMATION AGENCY  
2nd Floor Procurement Section  
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ATTY. ALLAN VINCENT B. LORENZO  
BAC-CHAIRPERSON

ANNEX A  
SUPPLIER'S QUOTATION

ITEM NO.	DESCRIPTION	QTY.	UNIT COST	TOTAL COST
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(Php) (Php)

1	SUPPLY AND DELIVERY OF 1 unit ONE (1) UNIT ALL-IN-ONE PRINTER WITH CONSUMABLES FOR THE USE OF PIA QUALITY MANAGEMENT COUNCIL (QMS)			
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Technical Specifications:

- 25ipm fast print speed.
- High-speed auto-duplex printing.
- Energy saving.
- Robust security features to safeguard confidential documents.
- Cloud and Mobile Solutions for
- Enhanced connectivity.
- Print, scan, copy, and fax with ADF
- w/ initial consumables included
- warranty of at least one (1) year

TOTAL AMOUNT

DELIVERY PERIOD: 10-20 working days

PRICE VALIDITY: 90 days

After having carefully read, understood and accepted the conditions specified in the Request for Quotation, Technical Specification and Terms of Reference, I/We quote on the item(s) at prices as above-indicated.

\_\_\_\_\_  
Printed Name and Signature

\_\_\_\_\_  
Business Name and Address

\_\_\_\_\_  
Telephone/Mobile No. and E-mail address

\_\_\_\_\_  
Date

Technical Specifications

Note: Bidders must state either "Comply" or "Not Comply" in the column "Statement of Compliance" against each of the individual parameters of each Specification:

Item Specification Statement of Compliance

SUPPLY AND DELIVERY OF  
ONE (1) UNIT ALL-IN-ONE PRINTER  
WITH CONSUMABLES FOR THE USE  
OF PIA QUALITY MANAGEMENT  
COUNCIL (QMS)

Technical Specifications:

- 25ipm fast print speed.
- High-speed auto-duplex printing.
- Energy saving.
- Robust security features to safeguard confidential documents.
- Cloud and Mobile Solutions for enhanced connectivity.
- Print, scan, copy, and fax with ADF
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- warranty of at least one (1) year

Delivery period: 10-20 working days

Price validity: 90 days

I hereby certify that the statement of compliance to the forgoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

Name of Company/Bidder Signature Over Printed Name Date  
Of Authorized Representative

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	ALL IN ONE PRINTER	ALL IN ONE PRINTER	1	Lot	49,900.00

**Created by** Ronelio N Hernandez

**Date Created** 11/11/2024

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.