

Republic of the Philippines
DEPARTMENT OF FINANCE
Manila

REQUEST FOR QUOTATION

Date : 12/8/2011
Purchase Quotation No.: 309-2011

Gentlemen :

Please quote your lowest price on the item listed below, subject to the General Conditions at the back hereof and submit your quotation duly signed by your representative in **sealed envelope** direct to the Administrative Officer V or thru the authorized canvasser of this Department not later than _____ the time and date of the opening of the sealed quotation.

LOURDES Z. SANTIAGO
Director, Central Administration Office

QTY	UNIT	ARTICLE/MERCHANDISE/SPECIFICATION	UNIT PRICE	TOTAL
		FLATBED DOCUMENT SCANNER *Connected to personal computer via USB cable *Flatbed scanner *Capable of scanning all specified paper types including A3/legal/long bond paper size *Cut sheet feeder (automatic document feeder) with minimum 50 sheets stacker *Capable of receiving a double-sided sheet, imaging both sides during one scanning cycle without operator intervention. *Access to scanning surface for manual paper placement *Scan speed: Minimum of 20 pages per minute, A4 single sided sheets *Not environmentally intrusive (noise, heat, light) for operation in an office environment *Scan operation by PC command or control panel *On machine scanning buttons intuitively marked *Scans images in various layouts, text, pictures, and diagrams in true color *Switchable (grey scale/color) image resolution from 2400dpi to 9600dpi *Backlight correction for reflective pages *Daily duty cycle 8 hours minimum continuous operation and lifetime 8000 hours *All necessary cables required to transfer images to PC *Software driver compatible with Windows 7 Professional (32-bit) *Warranty: 3-3-3 (For DOF Digitization Project, for general use)		

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above and bind ourselves to deliver the above articles/merchandise within _____ working days from receipt of your valid Purchase Order. The Quotation are good only up to _____.

Canvassed by:

Supplier :

By :

Tel. No.

Tin No.



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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 1686662
Procuring Entity DEPARTMENT OF FINANCE - MAIN
Title PQ309-2011 FLATBED DOCUMENT SCANNER
Area of Delivery Metro Manila

Solicitation Number:	PQ309-2011 CMIO-IT	Status	Cancelled
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	10
Category:	Information Technology	Date Published	13/12/2011
Estimated Budget:	PHP 300,000.00	Last Updated / Time	05/09/2012 11:20 AM
Delivery Period:		Closing Date / Time	20/12/2011 15:00 PM
Client Agency:			
Contact Person:	Clarence Bolante Bunan Administrative Assistant Roxas Blvd., corner Vito Cruz St., Manila Metro Manila Philippines 1004 63-2-5264786 63-2-5268475 clarencebolantebunan@yahoo.com		

Description

1 unit Flatbed Document Scanner

*Connected to personal computer via USB cable

*Flatbed scanner

*Capable of scanning all specified paper types including A3/legal/long bond paper size

*Cut sheet feeder (automatic document feeder) with minimum 50 sheets stacker

*Capable of receiving a double-sided sheet, imaging both sides during one scanning cycle without operator intervention.

*Access to scanning surface for manual paper placement

*Scan speed: Minimum of 20 pages per minute, A4 single sided sheets

*Not environmentally intrusive (noise, heat, light) for operation in an office environment

*Scan operation by PC command or control panel

*On machine scanning buttons intuitively marked

*Scans images in various layouts, text, pictures, and diagrams in true color

*Switchable (grey scale/color) image resolution from 2400dpi to 9600dpi

*Backlight correction for reflective pages

*Daily duty cycle 8 hours minimum continuous operation and lifetime

8000 hours