



REQUEST FOR QUOTATION

REFERENCE NO. MMD-P-41-2022

We are inviting all interested suppliers to submit their best quotation for the **PROCUREMENT OF OFFICE SUPPLIES AND OFFICE EQUIPMENT. (PSR Nos. 107702, 116775, 117916, 117906, 116778 and 117907)**

ITEMS	Qty.	Unit	Estimated Unit Cost	Estimated Total Cost
<b>Shredder, Micro-Cut</b> Specification: <ul style="list-style-type: none"> <li>• Feed Type: Traditional</li> <li>• Basket Type: Pull-out Bin</li> <li>• Bin Capacity: 22</li> <li>• Can Shred: Staples, Credit Cards, Cds/DVDs</li> <li>• Cut Size: 2 x 12mm</li> <li>• Cut Type: Micro Shred</li> <li>• DIN Level: Paper P-5</li> <li>• DIN Level: Credit Cards (Magnetic Strip) T-1</li> <li>• Entry Width (mm): 220</li> <li>• Noise Reduction: Silent Shred</li> <li>• Number of Users: 1-3</li> <li>• Run Time (minutes): Up to 10</li> <li>• Sheet Capacity: 9</li> <li>• Shred per page: 2599</li> <li>• Average Shred Speed (mpm): 2.1</li> </ul>	1	Unit	18,995.00	18,995.00
<b>Scanner</b> Specification: <ul style="list-style-type: none"> <li>• Feeding Method: Automatic</li> <li>• Document Thickness Weight: 380 g/m2 or less Thickness: 0.45 mm</li> <li>• Document Thickness Card (ISO/IEC compliant): 1.4mm or less</li> <li>• Document Thickness Passport: 6mm or less (including carrier Sheet)</li> <li>• Feeding Capacity: 80 sheets</li> <li>• Document size- Plain ADF Width: 51 – 126mm, Length: 89-356mm Flatbed width: Paper(A4/F4/LTR) 216mm, Length: 356mm</li> <li>• Document size – Long Up to 5,588mm (200dpi)</li> <li>• Document Mode Size Postcard: Width: 88.9 – 108mm, Length: 127 – 152mm</li> <li>• Document Size Business card: Width: 50 – 55mm, Length: 85 -91mm</li> <li>• Document Size Card (ISO/IEC compliant): 54 x 86mm (Horizontal feeding only. Embossed cards can be scanned</li> </ul> Scan <ul style="list-style-type: none"> <li>• Maximum Resolution: 600dpi</li> <li>• Scan Resolution: 150 x 150dpi/200 x 200dpi/240 x 240dpi/300 x 300dpi/400 x 400dpi/600 x 600dpi</li> <li>• Scanner Element: CIS</li> <li>• Scanner Type: Desktop Sheetfed scanner</li> <li>• Scanning Modes: Black and white, Error diffusion, Advanced Text Enhancement,</li> </ul>		Unit	24,000.00	24,000.00

Advanced Text Enhancement II, 256-Level gray, 24-bit color <ul style="list-style-type: none"> <li>• Scanning side: Simplex/Duplex</li> <li>• Scanning Speed: A4/LTR, Portrait, 200dpi: Black and white: 600ppm (simplex)/120ipm (duplex) Grayscale: 60ppm (simplex)/120ipm (duplex) Colour: 60ppm (simplex)/120ipm (duplex)</li> </ul>				
<b>Battery, Laptop for HP Pavilion X360</b>	1	Pc.	1,299.00	1,299.00
<b>Time and date stamping machine</b> Specification: <ul style="list-style-type: none"> <li>• Built-in battery for time, date &amp; memory auto-reset after power failure., Printing option: Manual, automatic, semi-automatic &amp; combination for program protection " * " Mark for irregular printing, automatic adjustment for month-end &amp; leap year, 13 pre-set comments(filed, sent, paid etc.) programable by each day of the week, 12 to 24 hour printing format, left/right margin printing, wall or table mountable, 1 to 8 digits numbering.</li> </ul>	1	Unit	15,000.00	15,000.00
<b>Toner, Samsung MLT-D111S</b>	1	Pc.	2,850.00	2,850.00
<b>Hard Disk Drive 500GB (internal)</b>	2	Pcs.	2,400.00	4,800.00
<b>Total</b>				<b>66,944.00</b>

**Approved Budget** : ₱ **66,944.00** (VAT Inclusive)

**Submission of Quotation and Eligibility Requirements** : 22 September 2022

**Mode of Procurement** : Shopping

**Eligibility Requirements:**

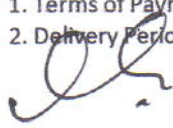
1. Valid and current Mayor's Permit (certified true copy)
2. PhilGeps Registration Certificate (certified true copy) or PhilGeps Registration Number
3. 2020 Income Tax Return or Latest Business Tax Return (certified true copy)
4. Omnibus Sworn Statement (Notarized)

Please submit your quotation and eligibility requirements in a sealed envelope at the address stated below.

<p>Name of Bidder:</p> <p style="text-align: center;"><b>BIDS AND AWARDS COMMITTEE</b>  Philippine National Construction Corporation  Km15 East Service Road Bicutan Parañaque City  Metro Manila  Tel. No. 8846-3414  Email Add: bacsecretariat@pncc.ph  Attn: BAC Secretariat</p> <p style="text-align: right;">Reference Number: MMD-P-41-2022</p>
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All prices should be VAT inclusive. Further, please indicate in the quotation the following:

1. Terms of Payment
2. Delivery Period



**ILIE LIONEL B. GRAMATA**  
Chairman, Bids and Awards Committee

