

**Bid Notice Abstract**

## Request for Quotation (RFQ)

Reference Number 9237712

Procuring Entity CITY OF PASIG

Title Supply and Delivery of Copier Machines and Air-Conditioning Units for the Pasig Social Service & Welfare Department

Area of Delivery Metro Manila

Solicitation Number:	100-22-09-6147	Status	Active
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	1
Category:	Office Equipment	Date Published	16/11/2022
Approved Budget for the Contract:	PHP 663,720.00	Last Updated / Time	16/11/2022 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	21/11/2022 10:00 AM
Client Agency:			
Contact Person:	Rho Depaudhon BAC Secretariat Pasig City Hall, Caruncho Avenue,		

Barangay San Nicolas,  
Pasig City  
Metro Manila  
Philippines 1600  
63-2-86431111 Ext.1461

bidsandawards@pasigcity.gov.ph

Description

Items Quantity / Units

1 Xerox Machine / Copier,

-Specification:

-Digital Copier with GDI Printing and Color Scanning

Scanning

-Copy and print speed of at least 18 copies per minute, A4

Scan speed of at least 2

-Maximum Duty Cycle of at least 30,000 pages per month

-Input paper capacity of at least 300 sheets universal paper cassette and at least 100 sheets multipurpose tray.

-Upgradeable input paper capacity with maximum of 1,300 sheets

-Maximum Output capacity of at least 250 sheets

-Maintenance Kit is up to at least 250 sheets

-Toner capacity is up to at least 15,000 copies at 6% density A4 size

-Standard Scan Once Print Mant nad Electronic Sort Function

-Management Codes up to maximum of 10 codes

-Eco copy mode

-ID Card Copying

-10 Print box with password

-Compatible with windows, Micintosh, Linux

-Standard USB 2.0 Connection

-Scan to Folder, Scan to E-mail ad TWAIN Scanning

-Scanning Mode: Color, Grayscale, B&W

-File Format of High compression PDF, TIFF, PDF and JPG

-Optional Stackless Duplex Unit

-Optional Reversing Document Processor with Capacity of 50 sheets

-Optional Paper Cassette up to three units

-Power Consumption copying/printing 385W

-Standby mode 75W at least

-Dimensions (WxDxH) 565 x 527 x 485mm at least

-Weight is approx. 27kg

-one (1) Toner

-at least 1-2 years warranty

4 unit

2 Air-conditioning Unit,

- 3 TR capacity, Inverter Type, Ceiling Cassette

Including: mechanical installation, refrigerant pipes & fittings,

Rubber insulation, Condensate drain pipes, Freon R-410A and

other standard accessories to inter connect the above equipment.

Including electrical wires, flexible conduit fittings and other miscellaneous

materials to complete the power control wiring. Chipping and boring of holes through walls,

ceiling for the passage of refrigerant, electrical and condensate piping system,

Installation and at least 1-2yrs warranty

3 unit

PRICE QUOTATION/S SHOULD BE PRINTED ON COMPANY'S OFFICIAL LETTERHEAD TOGETHER WITH THE FOLLOWING UPDATED DOCUMENTS;

-Mayor's/Business Permit

-PhilGEPS Registration Number

-Income/Business Tax Return

-Accomplished and notarized Omnibus Sworn Statement

(<https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement> (Revised).docx)

-Proof of Authorization: Secretary's Certificate if corporation, or Special Power Of Attorney, if individual

NOTE:

TO BE SUBMITTED SEALED AND LABELED ON A LONG BROWN ENVELOPE,

FOLLOWING THIS FORMAT AS FOLLOWS:

FOR:  
ATTY. JOSEPHINE C. LATI-BAGAOISAN  
BAC Chairperson

THRU:  
ATTY. PONCE MIGUEL D. LOPEZ  
Officer In Charge, Procurement Management Office  
4th Floor, Pasig City Hall,  
Caruncho Avenue,  
Pasig City

DATE : \_\_\_\_\_  
COMPANY'S NAME : \_\_\_\_\_  
PhilGEPS REFERENCE NUMBER : \_\_\_\_\_  
PROJECT TITLE : \_\_\_\_\_

Created by Rho Depaudhon  
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