

Republic of the Philippines  
Department of Information and Communications Technology  
NATIONAL TELECOMMUNICATIONS COMMISSION  
Regional Office No. V, Legazpi City



### Request for Quotation

Please quote hereunder your company's lowest price/offer, tax included, on the item's listed below and submit this on or before **November 11, 2019**, by email or hand carried placed in sealed envelope to NTC RV, Government Center, Rawis, Legazpi City, Albay for the supply of Office Equipment with the following specifications:

**One (1) unit Photocopier Machine (Monochrome)**

|               |                          |  |
|---------------|--------------------------|--|
| <b>Specs:</b> | <b>Function:</b>         | Print, Copy, Scan  |
|               | <b>Print Technology:</b> | Laser  |
|               | <b>Network:</b>          | Ethernet Network Ready                                   |
|               | <b>Copy Speed:</b>       | at least 23 ppm (A4)                                     |
|               | <b>Paper Size:</b>       | Letter, Legal, A4 and A3                                 |
|               | <b>Memory:</b>           | 128 MB System Memory                                     |
|               | <b>Resolution:</b>       | 600 x 600 dpi  |
|               | <b>First Copy Time:</b>  | at least 7.9 Seconds                                     |
|               | <b>Paper Source:</b>     | One Standard Front Loading Cassete Stock Bypass          |
|               | <b>Toner Yield:</b>      | at least 10,000 pages                                    |
|               | <b>Inclusion:</b>        | Free Toner<br>Warranty<br>Lifetime Free Service Warranty |

Subject to the submission of the following requirements:

1. Certified true copy of DTI or SEC Registration Certificate.
2. Certified true copy of current Mayor's Permit
3. Certified true copy of Taxpayer Identification Number (TIN)
4. Platinum PhilGEPS Registration Certificate

#### IMPORTANT TERMS AND CONDITIONS

1. All quotations submitted to this Commission are considered as an offer. In the event that the quotation is accepted, Purchase order shall be placed with the company offering the most advantageous to this Commission.
2. Delivery period shall be within 7 days upon issuance of Purchase Order.
3. Payment shall be in accordance with the usual budgeting, accounting and auditing requirements.
4. This Commission reserves the right to reject any or all offers and may accept such offer it may consider most economical and most advantageous to the Government.

  
**ENGR. JOSE VIRGILIO G. LACERNA**  
BAC Chairperson