

REQUEST FOR QUOTATION

No. **2025-10-347**

October 01, 2025

To: All Eligible Bidders

1. Please quote your lowest price inclusive of VAT on the items listed below, subject to the Terms and Conditions of this RFQ. Submit your quotation duly signed by your authorized representative at the DepEd Division of Zamboanga Sibugay, Pang, Ipi, Zamboanga Sibugay not later than **16 OCT 2025**. A quotation of at least one (1) of this quotation is sufficient to proceed with the evaluation.

2. Terms and Conditions

a. All entries must be READABLE/ TYPEWRITTEN.

b. Please fill up the blank section/ column (Unit price, total price including the grand total).

d. Price validity must be within sixty (60) calendar days.

Note: Eligibility requirements must be attach in every Request for Quotation and duly authenticated or certified true copy for the following documents:

- Mayor's Permit
- Philgaps Registration Member
- Income/Tax Return for ABC's with 500,000.00 and above
- Oath/ Sworn Statement for ABC's with 50,000.00 (for winning bidder)

e. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment and other services from date of acceptance by the procuring entity.

FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL

3. Quotation that exceeds the Approved Budget for the Contract (ABC) shall be automatically disqualified.


MA. COLLEEN L. ENRIQUETA, EdD., CESO VI
 IAC Chairman

Note: The Head of the Procuring Entity reserves the right to review the quotation of the bidders and reject any and all bids, declare the failure of the procurement process at any time prior to the contract award or not to award the contract pursuant to existing guidelines, without incurring any liability.

Please return in sealed envelope and indicate the RFQ number:

Item No.	Unit	Item Specification	Quantity	Unit Price	Total Price
	unit	Printer	5		
		Specifications:			
		*Multi-purpose Printer			
		*Fax			
		*Automatic Document Feeder (ADF)			
		*Ink Tank			
		*003 Ink			
		(see attached picture)			
	unit	Color Duplex Document Scanner	1		
		Specifications:			
		Scanner Type: Sheet-fed, one-pass duplex color scanner			
		Sensor Type: Color Contact Image Sensor (CIS)			
		Light Source: 3-color RGB LED			
		Optical Resolution: 600 dpi			
		Interpolated Resolution: Up to 1200 dpi			
		Color Bit Depth: 24-bit output			
		Grayscale Bit Depth: 24-bit output			
		Scan Speed: Up to 35 ppm / 70 ipm at 300 dpi (Black & White, Color Gray)			
		Paper Weight: 27-413 g/m2 (10 lb. to 56 lb)			
		Daily Duty Cycle: Up to 4,000 sheets			
		Multifeed Detection: Ultrasonic sensor (Overlap detection)			
		Roller Life: Approx. 200,000 cycles [Epson DS-5..nt Scanner]			
		Standard Interface: SuperSpeed USB 3.0			
		Optional Interface: Network Interface Unit (RJ-45, 10BaseT/100BaseTX)			
		Drivers Supported: TWAIN, ISIS, WIA			
		ADF Capacity: 50 sheets			
		Minimum: 2"x2" (50.8mm x 50.8mm)			
		Maximum: 8.5" x 240" (215.9mm x 6,096 mm)			
		(see attached picture)			
	tube	Printer Ink 003 (black)	25		
	tube	Printer Ink 003 (Yellow)	20		
	tube	Printer Ink 003 (Blue)	20		
	tube	Printer Ink 003 (Magenta)	20		
	ABC	141,462.80			
Purpose: Procure materials support printing of Alternative Delivery Mode (ADM) Self-Learning Modules					
Suppliers Company Name:			Date:		
Address:			Tel. No.:		
TIN Number:			Cell. No.:		
Supplier's Signature Over Printed Name:			Email Add:		
			Fax No.:		



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 DepEd Tayo Zamboanga Sibugay Division