

**Republic of the Philippines
SENATE
REQUEST FOR QUOTATION**

Date : 6/1/2021 10:21:13AM
 RFQ No. : RFQ-21-06-030
 Requisitioner : HRMS
 Canvasser : RONALD C. GONZALES

Sir/Madam:

We invite all GEPS registered bidders to submit sealed quotation for the item/s listed below, addressed to the Chairman, Bids and Awards Committee (BAC), 4/F Senate of the Philippines, GSIS Bldg., Financial Center, Pasay City. The quotation for Purchase Request No. **PR-21-05-285** must be submitted to the Office of the Chairman, Bids and Awards Committee, Room 408 or the Secretariat, Bids and Awards Committee, Room 401, 4/F Senate of the Philippines, GSIS Building, Financial Center, Pasay City, not later than 5P.M. of _____. Kindly observe and comply with the stated specifications / descriptions / unit of items for quotation, and specify country of manufacture or origin in the item, any erasure must be properly initialed by the bidder. Bidders are presumed to have reviewed all bids indicated herein before submission to the BAC. Please do not forget to indicate the following references in your envelope "PR NO. _____ / RFQ NO. _____, Assigned Canvasser: _____, CLOSING DATE: _____"

LIKEWISE, ALL QUOTATIONS MUST BE VALID FOR AT LEAST THIRTY (30) TO FORTY FIVE (45) DAYS FROM THE CLOSING DATE OF POSTING WITH THE PHIGEPS AND SUBJECT TO THE GENERAL CONDITIONS FOUND AT THE BACK OF THIS FORM.

(Signature)
ATTY. MARIA VALENTINA S. CRUZ
 CHAIRPERSON
 BIDS AND AWARDS COMMITTEE

THE CHAIRMAN
 Bids and Awards Committee
 c/o Secretariat, Bids and Awards Committee
 Room 401 4/L, Senate of the Philippines, GSIS Building, Financial Center, Pasay City
 Fax No. 552-6601 local 1602 or 552-6793

Sir: As requested in your letter above, we are pleased to quote hereunder our price/s for the following item/s subject to the General Conditions stated at the back:

ITEM NO.	QTY	UNIT	ITEM/S DESCRIPTION (Kindly indicate BRAND NAME & MODEL of item/s of your offer/bid)	APPROVED BUDGET	UNIT PRICE (Inclusive of all Taxes)	TOTAL
			<i>PR-21-05-285 (HRMS)</i>			
1	1	UNIT	SCANNER, PORTABLE <i>Specifications:</i> Scanner, Portable ·ADF Duplex scanning ·At least 300dpi optical scan resolution ·At least 100 sheets ADF capacity ·At least 65ppm simplex scan speed ADF (300dpi A4 BW) ·At least 130ipm duplex scan speed ADF (300dpi A4 BW) ·USB 3.0 interface ·One (1) year warranty on parts and labor	Php 50,000.00 <i>Php50,000.00/UNIT</i>		
Nothing Follows						
Remarks:						

(QUOTATIONS must be valid for at least thirty [30] to forty five [45] days from closing date)

TERMS OF DELIVERY _____

TERMS OF PAYMENT: Government Terms (NO C.O.D. / NO ADVANCE PAYMENT)

Address of Supplier _____

(Name of Company)

E-Mail Address _____

PHIGEPS Reg. No. _____

Expiry Date: _____

Tel/Fax No./s _____

TIN _____

(Signature over Printed Name Authorized Representative)

RECEIVED

JUN 01 2021

BY: L- TIME: 4:23
 PROCUREMENT, PPS