

**CENTRAL BOARD OF ASSESSMENT APPEALS**  
7th Floor, EDPC Bldg., Bangko Sentral ng Pilipinas, Roxas Blvd., Manila  
Telephone numbers: 02-5251411 / 09219834418

**REQUEST FOR QUOTATION**

Purchase Quotation No. 2018-0001-SHP  
Date: January 24, 2018

Company Name : \_\_\_\_\_  
Company Address : \_\_\_\_\_  
Contact Person : \_\_\_\_\_  
Contact No. : \_\_\_\_\_

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A**. Failure to indicate information could be basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Please accomplish and submit this form together with Annex A, PhilGEPS Certification, and Mayors Permit to Central Board of Assessment Appeals at 7th Floor, EDPC Bldg., Bangko Sentral ng Pilipinas Complex, Roxas Blvd., Manila or email it to **paumanzano.cbaa@gmail.com not later than January 26, 2018**.

Very truly yours,

*original signed*  
**RONA D.S. PALOMARES**  
Bids and Awards Committee Chairperson

**Terms and Conditions:**

- Award shall be made on per:  item basis  total quoted price.  Lot Basis
- Quotation validity shall not be less than Thirty (30) days.
- Good/s shall be delivered within Please see Annex A
- Place of Delivery: Please see Annex A
- Terms of Payment: within 15-30 days upon final inspection and acceptance.
- Liquidated Damages/Penalty: (1/10) of one percent for everyday of delay shall be imposed.
- Indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Warranty: one year warranty

**Pau Manzano**  
Procurement Management Officer  
Tel No. 5251411 / 09219834418

\_\_\_\_\_  
(Signature over Printed Name)  
Supplier

**CENTRAL BOARD OF ASSESSMENT APPEALS**

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Contact No. : \_\_\_\_\_

Item No.	Qty.	Unit	Purchaser's			Bidder's Specifications		
			Specifications	Unit Cost	Total Cost	(Please indicate the detailed specification in the space provided or write "COMPLY" if your compliant to the details)	Unit Cost	Total Cost
			<b>Procurement for the Supply and Delivery of:</b>					
1	1	unit	<b>All-In-One Printer</b>	5,000.00	<b>5,000.00</b>			
			<b>Specifications</b>					
			Print, Scan and Copy (Multi-function)					
			<b>Printer specs:</b>					
			Print speed: at least up to 8.0 ipm (Blk); at least up to 4.0 ipm (Color)					
			Print resolution: at least up to 600 x 600 dpi (Blk); at least up to 4800 x 600 dpi (Color)					
			Paper size: 4x6, 5x7, Letter, Legal, US#10 envelopes					
			Output Tray Capacity: at least 60 sheets plain paper					
			<b>Copier specs:</b>					
			Copy features: standard					
			<b>Scanner specs:</b>					
			Type: flatbed					
			Max Resolution: 600 x 1200 dpi					
			Bit depth: 48-bit input / 24-bit output					
			Max Document Size: 8.5 x 11.7					
			Energy Star certified					
			Compatible to Operating Systems: Windows 7/8/8.1/XP/Vista, Android, IOS, MAC OS					
			Connectivity: USB Cable, Wireless LAN					
			One year warranty					
			<b>-nothing follows-</b>					

**PURPOSE :** For the COA staff use  
**PR No.** PR no. 2018-01-0002

**Pau Manzano**  
Procurement Management Officer

\_\_\_\_\_  
(Signature over printed name)  
**Supplier**  
Date: \_\_\_\_\_