



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6757697
Procuring Entity PHILIPPINE RECLAMATION AUTHORITY
Title Photocopying Machine Rental for One (1) Year
Area of Delivery Metro Manila

Solicitation Number:	19-11-1400	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Printing Services		
Approved Budget for the Contract:	PHP 450,000.00	Document Request List	0
Delivery Period:	15 Day/s		
Client Agency:		Date Published	16/12/2019
Contact Person:	Lenie Rose T. Dela Cruz BAC Secretariat 7th Flr., Legaspi Tower 200 107 Paseo de Roxas Legaspi Village Makati City Metro Manila Philippines 1226 63-2-4595000 Ext.7612 63-2-8152662 bac@pea.gov.ph	Last Updated / Time	13/12/2019 10:53 AM
		Closing Date / Time	20/12/2019 17:00 PM

Description

Photocopying Machine Rental
Terms of Reference (TOR)

Name of Project Lease of Photocopying Machines for CY 2020
 Location 7th , 8th & 9th Flrs. Legaspi Towers 200, Paseo de Roxas, Makati City
 Estimated Budget Php 450,000.00
 Contract Duration Twelve (12) Months
 Minimum Copies per Month 45,000 copies
 No. of Unit/ Machine Five (5) Units/Machines
 Technical Specification Classification Console with built-in Scanner (auto collate)
 Print/Scan Speed 35 - 45 cpm 55 spm (mono) / 40 spm (color)
 Print/Copy Resolution 1,200 x 1,200 dpi
 Scan Resolution 100 - 600 dpi
 Magnification 25%-400% (ratio)
 Document Feeder Reversible Automatic Document Feeder
 Paper Size Automatic paper size selector (Letter, Legal, A4, A3)
 Usage Copier, Scanner & Network Printer (direct print & scan)
 OS/File Format Latest Windows OS / JPEG, PDF, TIFF
 Machine Condition Brand New or Latest Production 2018
 Printing Auto duplex, by-pass tray equipped & Network Print/Scan
 Ports/Voltage Ethernet , USB / 220-240VAC (built-in CB)
 Security/Accounting Secured Printing (lock code), Usage Monitoring (per group)
 Spoilage 2% per month
 Inclusions Response Time (before 10am): Within the day

Max Resolution Time: Within 24 hours
Provision of Service Unit: Within 48 hours
Full Replacement: Within 72 hours
Maintenance: Bi-monthly
Online Support: Business Hours/ Business Days
Service, Parts and Consumables: unlimited

Created by Lenie Rose T. Dela Cruz

Date Created 13/12/2019

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