



January 16, 2025

REQUEST FOR QUOTATIONS

The Philippine Council for Health Research and Development (PCHRD), through its Bids and Awards Committee (BAC), requests PhilGEPS registered suppliers to submit quotations for the **RENTAL OF ONE (1) UNIT PHOTOCOPIER MACHINE with a total approved budget for the contract (ABC) in the amount of One Hundred Eight Thousand Pesos (P 108,000.00).**

➤ Rental of One (1) unit Photocopier Machine for 12 months

• Technical Specifications:

- Multi-Function: Copier, Network Printer and Network Scanner
- Monochrome laser beam printing
- 600x600 dpi print resolution
- Copy resolution: 1200 dpi x 1200 dpi, 600 dpi x 600 dpi
- Paper size A5-A3 size
- Double Sided Printing Automatic (Standard)
- Double Sided Scanning 2-sided to 2-sided (Automatic)
- Paper Trays: 2 trays (500 sheetsx2) plus bypass trays
- Copy/Print Speed: 45 pages/minute
- Continuous Copy: 999 copies
- Duplex Automatic Document Feeder: For Back-to-Back Copy/Print
- Reduction/Enlargement
- Zoom: 25-400% increments
- With Electronic Sorting & Collating

• Service Package:

- Inclusive of consumables & parts (Toner & Drum, etc.) except copy paper
- Monthly Check-up/Service Maintenance
- Contract Term: 12 Months
- With Free Installation

Qualified bidders should submit their quotations to the address below **on or before January 23, 2025 (Thursday), 10:00 AM.** Failure to strictly comply with the deadline and general conditions shall automatically disqualify the bidder/s from the bidding process. Winning bidder will be required to submit additional requirements as stipulated in the IRR of RA 9184.

PCHRD reserves the right to reject any or all quotations, to waive formality therein and to accept offers that may be considered most advantageous to the government.

For further information, please refer to:

Mr. Cirio D. Pangan Jr.

Secretariat, Bids and Awards Committee

Philippine Council for Health Research and Development

PCHRD Saliksik Building, Sikap Street,

DOST Main Compound, Gen. Santos Ave., Bicutan, Taguig City

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(sgd.)

MARIA VIOLETA G. INTIA

Chair, BAC