

Republic of the Philippines  
**Department of Education**  
**REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)**  
 Government Center, Candahug, Palo, Leyte

TO: \_\_\_\_\_

PR NO: 20-10-671  
 DATE: November 6, 2020  
**ESSD - SHS**

**REQUEST FOR QUOTATION**

Sealed proposal plainly marked Proposal to supply materials to the Government subject to terms and condition contained herein will be received at the BAC office, Dep.Ed. RO 8, Government Center, Candahug, Palo, Leyte until \_\_\_\_\_ and publicly opened in the presence of the members of the committee on Awards or their Authorized representative and the bidders and or their representative.

QTY	UNIT	ARTICLE	UNIT PRICE	TOTAL
		<b>Procurement for Office Supplies for ESSD - School Health Section</b>  - 4 pcs Digital Calculator 12 digit (Heavy Duty) - 2 pcs Office Paper Shredder - 2 pcs Orocan (Medium) - 50 pcs Antibacterial Soap (500mL) - 2 pcs Printer with Continuous Ink (3-in-1) - 4 pcs Visitor's Office Chair  See attached Specification/Sample(s)		
For more details on the procurement contact the <b>ESSD - School Health Section</b> , DepEd Regional Office VIII, Candahug, Palo, Leyte 6501   Contact No/s. <b>(053) 323-3156</b> / Email: <b>schoolhealth.region8@deped.gov.ph</b>				

**ABC=** Php58,000.00

**Deadline of Submission of RFQ:** November 9, 2020

**Requirements in Canvassing on Accredited Stores/Suppliers**

(Please comply with the following for ONLINE PAYMENT purposes)

1. Electronic copy of bank account, preferably Land Bank of the Philippines
2. Mayor's Permit/Business Permit
3. DTI Permit
4. Tax Certification/BIR Certificate
5. Philgeps Registration/ Certificate
6. Exact Location/ Address of the Store/ Establishment
7. Picture of Signage/Billboard of the Store/ Establishment
8. Statement of the Prospective Bidder that it is not blacklisted or barred from bidding by the Government or any of its agencies, offices, corporations or LGUs as required in Item No. 9.2 of COA Circular No. 2012-001 dated June 14, 2012.
9. Sworn Affidavit of he bidder that it is not related to the Head of Procuring Entity (HOPE) by consanguinity or affinity up to the third civil degree as required in the same COA Circular.

**TERMS AND CONDITION:**

Place of delivery, Dep.Ed. RO 8, Government Center, Candahug, Palo, Leyte within immediate days from receipt of the order. Absence and/ or failure on the part of the bidder(s) to appear in the opening of the sealed bids shall be considered as a waiver.

I HEREBY CERTIFY that I am in a position to furnish the above articles and quantities stated except those marked " NONE". These terms and conditions specified above and at the back of this form are hereby offered.

**Authorized Signature Over Printed Name:**

**Bidder:** \_\_\_\_\_ **TIN No.** \_\_\_\_\_

**Contact No:** \_\_\_\_\_

**Canvassed by:** \_\_\_\_\_

**Approved:**

(SGD)  
**ARNULFO M. BALANE, CESO V**  
 Director III / BAC Chairman

OPENED:	DATE:
_____	_____
_____	_____
_____	_____
_____	_____

**NOTE:** Place this inside the official envelope sealed with your signature across the opening part and personally deliver this to **DepEd RO VIII** (Attn: ARNULFO M. BALANE, CESO V, BAC Chairman)



**LEAD, EMPOWER, AND ACHIEVE THROUGH DATA-DRIVEN DECISIONS**  
*...where LEADers create great schools*

# Printer Specifications

## Printer Type:

Printer Type: Print, Scan, Copy, Fax with ADF

## Print Speed:

Photo Default - 10 x 15 cm / 4 x 6": Approx. 69 sec per photo (Border) / 90 sec per photo (Borderless) \*

Draft, A4 (Black / Colour): Up to 33 ppm / 15 ppm \*

ISO 24734, A4 Simplex (Black / Colour): Up to 10 ipm / 5.0 ipm \*

First Page Out Time from Ready Mode (Black / Colour): Approx. 10 sec / 16 sec \*

## Copy Speed:

Copy Quality: Draft / Standard / Best Quality

Maximum Copies from Standalone: 99 copies

Reduction / Enlargement: 25 – 400 %, Auto Fit Function

Maximum Copy Resolution: 600 x 600 dpi

Maximum Copy Size: Legal ISO 29183, A4 Simplex Flatbed (Black / Colour): Up to 7.7 ipm / 3.8 ipm

## Scan Function:

Scanner Type: Flatbed colour image scanner

Sensor Type: CIS Optical Resolution: 1200 x 2400 dpi

Maximum Scan Area: 216 x 297 mm (8.5 x 11.7")

Scanner Bit Depth (Colour): 48-bit input, 24-bit output

Scanner Bit Depth (Grayscale): 16-bit input, 8-bit output

Scanner Bit Depth (Black & White): 16-bit input, 1-bit output

Scan Speed (Flatbed / ADF (Simplex)): 200dpi, Black: 12 sec / 4.5 ipm

200dpi, Colour: 29 sec / 4.5 ipm

## ADF Specifications:

Support Paper Thickness: 64 – 95 g/m<sup>2</sup>

Paper Capacity: 30 pages (A4), 10 pages (Legal)

## Fax Function (Optional):

Type Of Fax: Walk-up black-and-white and colour fax capability

Receive Memory / Page Memory: 1.1 MB, Page memory up to 100 pages

Error Correction Mode: ITU-T T.30

Fax Speed (Data Transfer Rate): Up to 33.6 kbps, Approx. 3 sec/page

Fax Resolution: Up to 200 x 200 dpi

Transmission Paper Size (Flatbed): Letter, A4

Transmission Paper Size (ADF): A4, Letter, Legal, Oficio 9, Mexico-Oficio, Indian-Legal, 8.5 x 13"

Receiving Paper Size: A4, Letter, Legal

Speed Dial / Group Dial: Up to 100 numbers, 99 groups

Fax Features: PC Fax (Transmission / Receive), Automatic Redial, Address book, Broadcast Fax (Mono Only), Transmit

Reservation, Polling Reception

## Paper Handling:

Number of Paper Trays: 1

**Hold Capacity:** Input Capacity: Up to 100 sheets-A4 / Letter Plain paper (80 g/m<sup>2</sup>), Up to 20 sheets-Premium Glossy Photo Paper, 10 sheets-Envelope, 30 sheets-Postcard  
**Output Capacity:** 30 sheets A4 Plain Paper, 20 sheets Premium Glossy Photo Paper  
**Maximum Paper Size:** 215.9 x 1200 mm (8.5 x 47.24")  
**Paper Feed Method:** Friction feed  
**Paper Size:** Legal, Indian-Legal (215 x 345 mm), 8.5 x 13", Letter, A4, 16K (195 x 270 mm), B5, A5, B6, A6, Hagaki (100 x 148 mm), 5 x 7", 4 x 6", Envelopes: #10, DL, C6  
**Print Margin:** 0 mm top, left, right, bottom via custom settings in printer driver \*

## Supported OS and Applications:

**Supported OS:** Windows XP / Vista / 7 / 8 / 8.1 / 10  
Windows Server 2003 / 2008 / 2012 / 2016  
Only printing and scanning functions are supported for Windows Server OS  
Mac OS X 10.6.8 or later

## Noise Level:

**PC Printing / Plain Paper Default:** Sound Power (Black / Colour) 6.5 B(A) / 6.3 B(A), Sound Pressure (Black / Colour) 52 dB(A) / 50 dB(A) \*  
**PC Printing / Premium Glossy Photo Paper Best Photo:** Sound Power (Black / Colour) 5.2 B(A), Sound Pressure (Black / Colour) 38 dB(A) / 39 dB(A)

## Dimensions and Weight:

**Dimensions (W x D x H):** 375 x 347 x 237 mm **Weight:** 5.0 kg

## Consumables:

**Black Ink Bottle:** 4,500 pages \* - 003 **Cyan Ink Bottle:** 7,500 (Composite Yield) \* - 003 **Magenta Ink Bottle:** 7,500 (Composite Yield) \* - 003 **Yellow Ink Bottle:** 7,500 (Composite Yield) \* - 003

## Printing:

**Printing Technology:** On-demand inkjet (Piezoelectric) **Nozzle Configuration:** 180 nozzles Black, 59 nozzles per colour (Cyan, Magenta, Yellow) **Print Direction:** Bi-directional printing **Maximum Print Resolution:** 5760 x 1440 dpi (with Variable-Sized Droplet Technology) **Minimum Ink Droplet Size:** 3 pl **Printer Language:** ESC / P-R **Automatic 2-sided Printing:** No

## Interface:

**USB:** USB 2.0 **Network:** Ethernet, Wi-Fi IEEE 802.11b/g/n, Wi-Fi Direct **Network Protocol:** TCP/IPv4, TCP/IPv6 **Network Management Protocols:** SNMP, HTTP, DHCP, BOOTP, APIPA, PING, DDNS, mDNS, SLP, WSD, LLTD

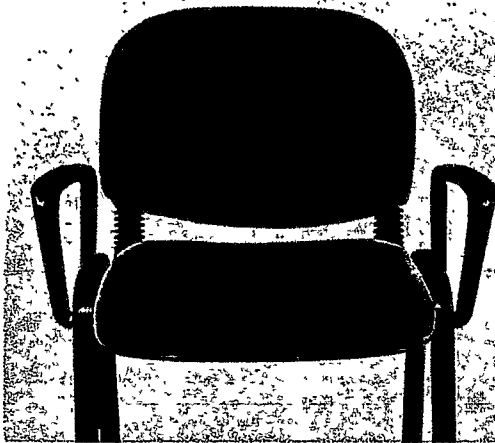
## Control Panel:

**LCD Screen:** 1.44" Colour LCD

## Prepared by:

  
**GERALD CHRISTOPHER A. VILLEGAS**  
CMT I

# OPTIMAL COMFORT



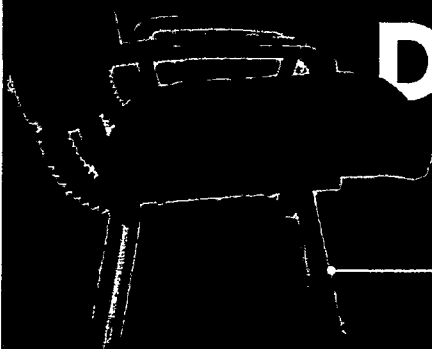
## Fabric Upholstery

- Features special office chair fabric upholstery in high density foam
- available in gray and black color option that will match any requirements.

## High Density Cushion

- High density thick and soft foam cushion

# DURABILITY



## 4 Leg Frame

- Offer your visitors a way to sit in comfort and style, but offer a complete way to balance any weight that is put in the chair.



12mm thick frame with rubber footing

## DIMENSION

