



July 31, 2024

REQUEST FOR QUOTATION

[Pursuant to Supplement Procurement Program (SPP) ICT-2024-03]

Please quote your Company's lowest price/offer in a **SEALED ENVELOPE** for the **Small Value Procurement** for the **Supply and Delivery of One (1) Unit of Large Format Scanner** with the following specifications:

Main Requirement Specification:

- Maximum Scan width: 44 inches
- Maximum Media width: 47 inches
- Scanning Speed (36-inch wide document): 17.8 inch/sec
- Optimal Resolution: 1200 dpi
- Maximum Resolution: 9600 dpi (interpolated)
- USB Connection: USB3 with xDTR3
- Ethernet Connection: Gigabit with xDTR2.5
- Scan Station: 21.5" multi-touch, full HD TFT LOD widescreen, 1920x1080 dpi
- Operating System: Windows 11 64-bit
- File Formats: Multipage PDF & TIF, JPG, PDF, PDF/A, DWF, OALS, BMP, JPEG-2000(JP2), JPEG2000 Extended(JPX), TIF-G3, TIF-G4, and others
- Standard Warranty: Two (2) Years on Parts and Labor

Additional Requirement Specification:

- Training: Mandatory operator training is Provided
- Technical Support: During warranty period, the following are available without charges upon request of the user/s:
 - Unlimited training to maintenance and operating staff
 - Technical assistance will be provided within 2 hours upon receipt of call, Monday to Friday 8:00 am to 6:00 pm
 - Highly experienced Certified commissioning and maintenance staff are available 24 hours a day and 7 days a week
 - Unlimited number of corrective maintenance service calls

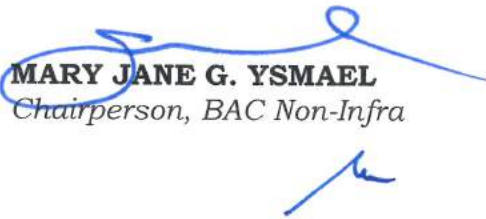
Subject to the submission of the following requirements:

- 1) Photocopy of Mayor's/Business Permit;
- 2) Photocopy of PhilGEPS Registration Number;
- 3) Photocopy of Latest Income/Business Tax Return
- 4) Original Copy of Notarized Omnibus Sworn Statement: See attached Annex "A"
- 5) Price Quotation Form with Compliance to Specification: See attached Annex "B"

IMPORTANT TERMS AND CONDITIONS

1. All quotations submitted to this Authority are considered an offer. In the event that the quotation is accepted, a PURCHASE ORDER shall be placed with the Company offering the most advantageous terms to this Authority;
2. Delivery shall be **sixty (60) calendar days** upon receipt of the Purchase Order.

3. Goods supplied and delivered are subject to inspection and acceptance. Return/Exchange of non-conforming product(s) applies;
4. Goods supplied and delivered are subject to inspection and acceptance. Return/Exchange of non-conforming product(s) applies;
5. Price Validity shall be for a period of ninety (90) calendar days;
6. Payment will be on a No Down Payment and in a send Bill Arrangement. Full payment will be made after the completion of the event or delivery of the items/service;
7. Price quotations shall be inclusive of all costs and applicable taxes (i.e. bank charges, VAT, other charges, etc.); and,
8. Full Payment shall be through bank transaction preferably with landbank account, otherwise the bank charges shall be included in the quotation.
9. This Authority reserves the right to reject any or all offers and may only accept such offers it may consider most economical and most advantageous to the Government.
10. Deadline for the submission of this Request for Quotation is **on or before 4:00 PM of 8 August 2024**, through:
 - a) **MS. JAMIE LOU E. MAGBOO**
Room 03 Lower Ground, Office of the Property and Supply Section
Mobile No. 0967-2177230
 - b) **MS. EUNALIZE E. ZAPANTA**
BAC Non-Infra Secretariat Member
Room 102, Office of the General Services Division
Mobile No. 0930-1160454
11. APPROVED BUDGET for the CONTRACT (ABC): A total of **Seven Hundred Sixty Thousand Pesos (Php 760,000.00)**, VAT Inclusive.


MARY JANE G. YSMAEL
Chairperson, BAC Non-Infra

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and

Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of __, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

**PRICE QUOTATION FORM AND COMPLIANCE
TO THE TECHNICAL SPECIFICATION**

Date

Chairman, BAC-PGSM

Land Registration Authority
LRA Building, East Avenue corner NIA Road
Diliman, Quezon City

Sir:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Name of Project	Specifications	Qty.	Total Price (VAT inclusive)
Supply and Delivery of Large Format Scanner	<p><u>Main Requirement Specifications:</u></p> <ul style="list-style-type: none"> • Maximum Scan width: 44 inches • Maximum Media width: 47 inches • Scanning Speed (36-inch wide document): 17.8 inch/sec • Optimal Resolution: 1200 dpi • Maximum Resolution: 9600 dpi (interpolated) • USB Connection: USB3 with xDTR3 • Ethernet Connection: Gigabit with xDTR2.5 • Scan Station: 21.5" multi-touch, full HD TFT LOD widescreen, 1920x1080 dpi • Operating System: Windows 11 64-bit • File Formats: Multipage PDF & TIF, JPG, PDF, PDF/A, DWF, OALS, BMP, JPEG-2000(JP2), JPEG2000 Extended(JPX), TIF-G3, TIF-G4, and others • Standard Warranty: Two (2) Years on Parts and Labor <p><u>Additional Requirement Specification:</u></p> <ul style="list-style-type: none"> • Training: Mandatory operator training is Provided • Technical Support: During warranty period, the following are available without charges upon request of the user/s: <ul style="list-style-type: none"> - Unlimited training to maintenance and operating staff 	<p align="center">1 unit</p>	

	<ul style="list-style-type: none"> - Technical assistance will be provided within 2 hours upon receipt of call, Monday to Friday 8:00 am to 6:00 pm - Highly experienced Certified commissioning and maintenance staff are available 24 hours a day and 7 days a week - Unlimited number of corrective maintenance service calls 		
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Note: Please specify Cost Per Unit.

(Amount in Words)

I hereby complied with the above technical specification.

Name/Signature of Representative

Name of Company

Contact No.

PURCHASE REQUEST

Entity Name: LAND REGISTRATION AUTHORITY

Fund Cluster: _____

Office / Section: ICTD		PR No.: _____	Date: 6/18/2023		
		Responsibility Center Code: _____			
Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Licenses	AutoCAD Software Licenses, 1-Year Subscription	9	135,000.00	1,215,000.00
	Sets	Toner Cartridges for HP MFP M280nw Colored Printer	100	23,000.00	2,300,000.00
	Units	Toner Cartridges for Ricoh IM2702 Printer	20	3,600.00	72,000.00
	Units	LED TV Computer Monitor (27")	9	15,000.00	135,000.00
	Licenses	Adobe Acrobat Pro Licenses	5	19,220.00	96,100.00
	Licenses	Adobe Photoshop Licenses	4	14,000.00	56,000.00
	Units	External HDD, 1TB	60	4,500.00	270,000.00
	Units	External HDD, 1TB	11	6,500.00	71,500.00
	Units	Flash Drive, 126GB	142	700.00	99,400.00
	Units	1K HD WebCam with Microphone	34	1,700.00	57,800.00
	Units	Head Set with Microphone (Call Center Type)	32	1,300.00	41,600.00
	Licenses	Zoom License for 100 participants	9	10,000.00	90,000.00
	Licenses	Zoom License for 500 participants	3	49,300.00	147,900.00
	Units	Toner Cartridge TK-6113 (Kyocera)	100	9,700.00	970,000.00
	Units	Toner Cartridge TK-6329 (Kyocera)	55	16,055.00	883,025.00
	Units	Small Multi-Function Mono Printer (Up to Long Paper)	435	65,000.00	28,275,000.00
	Unit	Desktop Tower Server with Microsoft Windows Operating System	1	120,000.00	120,000.00
	Unit	Large Format Scanner	1	760,000.00	760,000.00
	Units	LED TV for Infomercial (Repeat Order from Successful Bidding of 146 Units of LED TVs)	36	44,931.51	1,617,534.36
	Units	Uninterruptible Power Supply (UPS) ---- No more entry ----	447	10,000.00	4,470,000.00
Total					41,747,859.36
Purpose:		For procurement activities based on Year 2024 Annual Procurement Plan (APP) and SPP (Supplemental Procurement Plan (SPP) ICT-2024-01 and ICT-2024-03			
Signature:	Requested by: (ICTD representing LRA Offices)		Approved by:		
Printed Name:	NESTOR I. MISALUCHA		ASEC. JOSE ARTURO R. MALVAR		
Designation:	Information Technology Officer II		OIC-Chief, ICTD		