

RFQ NO.: 2020-003  
RFQ TYPE: Goods

DATE: 15 November 2019

### REQUEST FOR QUOTATION

- The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2019 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) at **One Hundred Twenty Thousand Pesos (PhP 120,000.00)** for the Procurement of Scanner, Heavy Duty as described below:

Unit	Item Description	Quantity	Estimated Total Cost
Unit	<p><b>Procurement of Scanner, Heavy Duty</b></p> <p>Specifications:</p> <ul style="list-style-type: none"> <li>- Scanner Type: Sheet-fed, 1-pass, duplex color scanner</li> <li>- Optical Resolution:600 dpi</li> <li>- Maximum Resolution:1200 dpi interpolated</li> <li>- Monochrome Bit Depth:1-bit</li> <li>- Output Resolution:50 to 1200 dpi</li> <li>- Effective Pixels:5100 x 9300</li> <li>- Light Source:3-color RGB LED</li> <li>- Scanning Speed: Letter size: 445 ppm/90 ipm: 200 and 300 dpi Black-and-White, Color, Gray; 11 ppm/22 ipm: 400 and 600 dpi Black-and-White, Gray, Color2</li> </ul> <p>Automatic Document Feeder</p> <ul style="list-style-type: none"> <li>- Capacity:100 sheets</li> <li>- Document Sizes: Minimum: 2" x 2", Maximum: 8.5" x 240" at 200 dpi, Maximum: 8.5" x 215" at 300 dpi</li> <li>- Daily Duty Cycle: 5,000 sheets3</li> <li>- Paper Weight:27 – 413 g/m2</li> <li>- Consumables: Roller assembly kit: 200,000 pages</li> <li>- Standard Connectivity: SuperSpeed USB 3.0, Ethernet (RJ-45, 1000Base-T/10Base-T/100Base-TX), USB 2.0 (Host for authentication devices)</li> <li>- Compliant or passed from any recognized environmental organizations or programs.</li> </ul>	2	
<i>Note: To be procured by LOT</i>			

**Quotations received in excess of the ABC shall be automatically rejected.**

2. All particulars relative to this procurement shall be conducted in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184.
3. The price quotation shall be quoted in Philippine Pesos, inclusive of all taxes to be paid if the contract is awarded.
4. The sealed Quotation must indicate the RFQ No. for the procurement for easy reference.
5. Quotations must be delivered on or before **26 November 2019, 5:00 PM** to the address below:

LEA QUISOBEN-MAGUILAO, CPA, REA, REB  
Head, BAC Secretariat  
John Hay Management Corporation  
Cottage 624 Basement, Camp John Hay, Baguio City  
bac@jhmc.com.ph

6. The proposal/s shall contain the following:
  - Proposal
  - PhilGEPS Registration Number
  - Mayor's/ Business Permit

*Note: Certificate of Platinum Membership may be submitted in lieu of the Mayor's Permit and PhilGEPS Registration Number*

7. JHMC reserves the right to accept or reject any quotation; to annul the bidding process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders; to waive any minor defects or infirmities therein; and to accept such quotation as may be considered advantageous to the government.

Approved for Posting:

**(SGD) JANE THERESA G. TABALINGCOS**  
BAC Chairperson

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