



REQUEST FOR QUOTATION / PROPOSAL

CIAP-F-PRO-003 || Rev. 1 || 24/02/2022

SCANNER

P.R. No./Date Received: 22-03019 | 02 March 2022

RFQ/P No. / Date: 2022-08-0060

31-Aug-22

The Construction Industry Authority of the Philippines (CIAP) invites all eligible suppliers, contractors and consultants to quote the best offer for the described item/s in the attached Terms of Reference/Technical Specifications subject to the Terms and Conditions and within the Approved Budget for the Contract (ABC).

The following are the required document/s to be submitted as attachment/s to the quotation/proposal:

(Please check the appropriate documents needed to be submitted by the bidder. Please refer to Annex "H"-Appendix A of Revised of The 2016 Revised IRR)

- Mayor's/Business Permit
PhilGEPs Registration Number
Professional License/Curriculum Vitae for consulting services
PCAB Licence
Net Financial Contracting Capacity Computation
Latest Income/Business Tax Return
Notarized Omnibus Sworn Statement
Signed Terms of Reference or Technical Specifications, if applicable
BIR Certificate of Registration (BIR Form No. 2303)

This pro-forma quotation maybe submitted through registered or electronic mail to the CIAP Bids and Awards Committee Secretariat at address indicated below or email to ciapbac@construction.gov.ph on or before 09 September 2022, 5:00 PM, together with any additional requirements indicated in the attached Terms of Reference / Technical Specifications, and subject to the following Terms and Conditions:

- 1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for sixty (60) calendar days upon receipt of the bid. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to (BIR 2306) 5% R-VAT and (BIR 2307) 1% (PO) or 2% (JO) deductions.
5. CIAP-BAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. CIAP reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference/Technical Specifications.
10. Payment shall be made through check payment (Landbank).
11. For bidders with Landbank of the Philippines Bank Account Number, please write Account Number: \_\_\_\_\_

Very truly yours

ALLEN MAR P. ANTALAN

Secretariat, Bids and Awards Committee

CONSTRUCTION INDUSTRY AUTHORITY OF THE PHILIPPINES

4th Floor Room 410, Executive Building Center, 369 Sen. Gil Puyat Ave., cor. Makati Ave., Makati City

Telephone: (+632)8896-4507 | e-mail: ciapbac@construction.gov.ph

Table with columns: Item, QTY, ABC, Technical Specifications, Brand/Model, Unit Price, Total Amount. Includes a row for 'Scanner' and a 'TOTAL Amount' row.

(Please provide complete information below)

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that CIAP is not bound to accept the lowest or any proposal that CIAP may receive.

Signature over Printed Name :
Designation/Position :
Name of Company :
Address :
Telephone / Fax :
E-mail Address :
Company Tax Identification Number :



### TECHNICAL SPECIFICATIONS

<b>PROCUREMENT OF SCANNER FOR OFFICIAL USE OF CIAC EMPLOYEES</b>				
<b>Qty.</b>	<b>Unit</b>	<b>Specification</b>	<b>Unit Cost</b>	<b>Total Cost / ABC (inclusive of all cost and applicable taxes)</b>
1	Unit	<b>SCANNER</b>		<b>₱220,000.00</b>
<b>TECHNICAL SPECIFICATIONS</b>				
<b>TYPE</b>	Desktop sheet-fed scanner			
<b>DOCUMENT FEEDING</b>	Automatic or manual sheet feeding			
<b>DOCUMENT SIZE</b>	Width: 50.8 – 305mm Length: 70-432 mm Long Document Mode: up to 3,000mm			
<b>DOCUMENT THICKNESS WEIGHT</b>	Continuous Feeding: 20-209 gsm, 0.04 – 0.25mm Non-Separation Mode: 20-255 gsm, 0.04 – 0.30 mm			
<b>FEEDING CAPACITY</b>	300 sheets of 80 gsm			
<b>SCANNING ELEMENT</b>	3-line CIS			
<b>LIGHT SOURCE:</b>	LED (Red, Green and Blue)			
<b>SCANNING SIDE</b>	Simplex/Duplex			
<b>SCANNING MODES</b>	Black and White, Error Diffusion, Advanced Text Enhancement, Advance Text Enhancement II, Active Threshold, 256-level Grayscale, 24-bit Color, Auto Color Detection			
<b>SCANNING RESOLUTIONS</b>	150x150 dpi, 200x200 dpi, 240x240 dpi, 300x300 dpi, 400x400 dpi, 600x600 dpi			
<b>SCANNING SPEED (A4/LTR, 200dpi)</b>	Grayscale: Portrait: 75ppm (Simplex) 150ipm (Duplex) Landscape: 90ppm (Simplex) 180ipm (Duplex) Color: Portrait: 75ppm (Simplex) 150ipm (Duplex) Landscape: 90ppm (Simplex) 180ipm (Duplex)			
<b>INTERFACE:</b>	USB 3.1Gen 1			
<b>SCANNER DRIVER:</b>	ISIS/TWAIN			
<b>USEFUL FUNCTIONS</b>	Job Function, Ultrasonic Double-Feed Detection, Staple Detection, Text Enhancement, Dropout and Color Enhancement, Auto Page Size Detection, 3-D Color Correction, Image Rotation, Skip Blank Page, Edge Emphasis, Moire Removal, Prevent Bleed Through/Remove Background, Contrast Adjustment, Shading Correction, Brightness Adjustment, Deskew, Border Removal, Scanning Side Selection, Scan Area Settings, Addon Settings, Text Orientation Recognition, Punch Hole Removal, Folio Scan, Unnecessary Dots Removal, Notch Removal, Background			





	Smoothing, Character Emphasis, Count Only Mode, Verify Scan, Rapid Recovery System, MultiStream, Long Document, Manual Feeding, Separation High, Separation Low, Non Separation
<b>WARRANTY AND SUPPORT</b>	
	<ul style="list-style-type: none"> <li>• Two (2) years on parts and labor</li> <li>• For the duration of warranty period, the call back response (may be through email, phone or onsite support) time shall be guaranteed within one (1) hour upon notification.</li> <li>• On-site support shall be provided for the delivered items within next business day from verbal/written notification.</li> </ul>
Provision of Service Units	<ul style="list-style-type: none"> <li>• Within the warranty period, scanner that cannot be repaired within five (5) days shall be immediately replaced with a service unit of similar specifications.</li> </ul>
<b>TERMS OF TURN OVER OF EQUIPMENT</b>	
Delivery	Thirty (30) Calendar Days upon Receipt of Notice of Award ✓

Requested by:

**DELIA B. PERLADA**  
Office-in-Charge, AMCD

Prepared by:

**ERIC VERGEL F. CRUZ**  
Information Technology Officer

Approved by:

**LORINA S. LAUREQUEZ**  
Officer-in-Charge, PPCMD

Digitally signed by  
Laurequez Lorina  
Silapan  
Date: 2022.03.02  
15:59:03.00'

<b>CONFORME:</b>
_____
Name and Signature of Authorized Representative of the Service Provider
_____
PhilGEPS Registration Number
_____
Tax Identification Number
_____
Date