



Central Portal for
Philippine Government
Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10124131
Procuring Entity NATIONAL HOME MORTGAGE FINANCE CORPORATION
Title Supply and Delivery of 1 unit Scanner
Area of Delivery Metro Manila

Solicitation Number:	23-08-749	Status	In-Preparation
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Equipment	Date Published	13/09/2023
Approved Budget for the Contract:	PHP 110,000.00	Last Updated / Time	12/09/2023 13:53 PM
Delivery Period:		Closing Date / Time	18/09/2023 08:00 AM
Client Agency:			
Contact Person:	EDEM D. ABONITALLA RECORDS OFFICER III Filomena Bldg. III, 104 Amorsolo St., Makati City Metro Manila Philippines 1229 63-02-8931501 Ext.378 63-02-8176021 redeemer_abonitalla18@yahoo.com		

Description

Supply and Delivery of:

1 unit Scanner

Specifications:

- Duplex Scanner Type: with ADF (Automatic Document Feeder) / Manual Feed
- Scanner Speed atleast (A4 Portrait) (Color/Grayscale/Monochrome)
- Simplex: atleast 50 ppm (200/300 dpi), Duplex: atleast 100 ipm (200/300 dpi)
- Image Sensor Type: atleast CIS x 2 (front x 1, back x 1)
- Optical Resolution: atleast 600 dpi, Output Resolution (Color / Grayscale / Monochrome): atleast 50 to 600 dpi (adjustable by 1 dpi increments), 1,200 dpi (driver)
- Dimensions (Width x Depth x Height): minimum of 300 x 170 x 163 mm(11.8 x 6.7 x 6.4 inch)

Note: Attached latest/updated copy of the following documents:

1. Philgeps Registration Number or Organization Profile
2. Mayors/Business Permit
3. DTI or Sec Registration
4. Certificate of Registration (BIR Form 2303)
5. Tax Clearance Certificate
6. Omnibus Sworn Statement

You may send your Quotations c/o Mr. Edmundo P. Garais or Mr. Aljomar Han Pacasum thru the following:

- Sealed bids at 3/f General Services Division, Filomena Bldg. III, 104 Amorsolo St., Legaspi Village, Makati
- Fax Quotations at Telefax No.: 8817-6021
- Email at aljomarhan.pacasum@nhmfc.gov.ph

For further inquiries you may call NHMFC-General Services Division Procurement Section at 8893-1501 loc. 378 and look for Mr. Aljo Pacasum.

Created by EDEM D. ABONITALLA

Date Created 12/09/2023

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NATIONAL HOME MORTGAGE FINANCE CORPORATION

September 12, 2023

To all prospective bidders:

Subject: Supply and Delivery of 1 unit Scanner

Dear Sir/Madam:

The National Home Mortgage Finance Corporation (NHMFC) is inviting all interested parties to submit proposals for the **Supply and Delivery of 1 unit Scanner** with an Approved Budget for the Contract of **Php 110,000.00** inclusive of all applicable taxes and fees. The details of the requirements are provided in the attached Request For Quotations (RFQ).

Interested parties may submit their proposals, along with other documentary requirements indicated in the RFQ, in a sealed envelope to the address below or through electronic submission of portable document format at **aljomarhan.pacasum@nhmfc.gov.ph** on or before **September 18, 2023 at 8:00 a.m.:**

Attention : Mr. Edmundo P. Garais
Chief of Division, General Services Division
c/o Procurement Section
National Home Mortgage Finance Corporation
3rd Floor Filomena Building III, Amorsolo Street,
Legaspi Village, Makati City

For further inquiries, please email the Procurement Section, General Services Division at aljomarhan.pacasum@nhmfc.gov.ph.

Thank you.

Very truly yours,

EDMUNDO P. GARAIS
COD, GSD



REQUEST FOR QUOTATION (RFQ)

Date

Reference No.: _____
Solicitation No.: 23-08-745

Attention: PROCUREMENT SECTION
c/o The Chief of Division, General Services Division
National Home Mortgage Finance Corporation
3rd Floor, Filomena Building,
104 Amorsolo Street, Legaspi, Village, Makati City

1. Having examined the subject Request for Quotation (RFQ) including the Technical Specifications, we the undersigned offer to supply and deliver the following:

QTY.	DESCRIPTION	UNIT COST	TOTAL COST
	Supply and Delivery of:		
1 unit	Scanner		
	Specifications:		
	Duplex Scanner Type: with ADF (Automatic Document Feeder) / Manual Feed		
	Scanner Speed atleast (A4 Portrait) (Color/Grayscale/Monochrome)		
	Simplex: atleast 50 ppm (200/300 dpi), Duplex: atleast 100 ipm (200/300 dpi)		
	Image Sensor Type: atleast CIS x 2 (front x 1, back x 1)		
	Optical Resolution: atleast 600 dpi, Output Resolution (Color / Grayscale / Monochrome): atleast 50 to 600 dpi (adjustable by 1 dpi increments), 1,200 dpi (driver)		
	Dimensions (Width x Depth x Height): minimum of 300 x 170 x 163 mm(11.8 x 6.7 x 6.4 inch)		

2. We undertake, if our Quotation or bid is accepted, to deliver the above goods within the seven (7) / fifteen (15) / thirty (30) day delivery period from receipt of Purchase Order (PO).
3. We agree to abide by this Quotation/bid for a period of sixty (60) days after the deadline of submission specified in the RFQ.
4. We understand that payment for items delivered will be made to the winning supplier after the inspection and acceptance of goods delivered.
5. Attached latest/updated copy of the following documents:
 - Philgeps Registration Number or Organization Profile
 - Mayors/Business Permit, DTI or Sec Registration
 - Certificate of Registration (BIR Form 2303), Tax Clearance Certificate
 - Omnibus Sworn Statement

Very truly yours,

(Signature over printed name)

Name of Company

Address

Telephone & Fax No.

Email Address