



**BIDS AND AWARDS COMMITTEE**

=====

**REQUEST FOR QUOTATION**

**PROCUREMENT OF SCANNER**

**RFQ NO. 2017-09-208 (R-389)**

1. The Davao Regional Medical Center, hereinafter referred to as "the Purchaser", has a requirement for the Procurement of Scanner.
2. Procurement procedures will be conducted in accordance with the Revised Implementing Rules and Regulations of Republic Act 9184 (R.A. 9184).
3. A complete set of bidding documents may be purchased by interested bidders on **September 28 – October 3, 2017** from the address below and upon payment of a non-refundable fee for the bidding documents in the amount of 500.00.
4. Quotations must be delivered at the PROCUREMENT SECTION/ BAC SECRETARIAT, Davao Regional Medical Center, Apokon, Tagum City on or before **9:30 A.M. 3 October, 2017**.
5. Your price quotation must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid if the contract is awarded.
6. Price Schedule must be quoted in words as well as in figures, **computerized/typewritten** with no missing pages and **must be placed in a sealed envelope marked (RFQ: 17-09-208)**. All pages comprising the Documents must be duly signed for authenticity. Failure to comply is a ground for disqualification.
7. Bids shall be valid for ninety (90) days from the Opening of Bids.
8. The delivery period shall be within fifteen (15) working days from the receipt of the Notice to Proceed.
9. **DELIVERY SITE: Material Management Section, Davao Regional Medical Center, Apokon, Tagum City.**
10. The applicable rate for late deliveries is one tenth (1/10) of the one (1) percent of the cost of the unperformed portion for every day of delay.  
  
The maximum deduction shall be ten (10) percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten (10) percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it.
11. The DRMC reserves the right to accept or reject any quotation, and 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 and to waive any minor defects or infirmities therein and to accept such quotation as may be considered advantageous to the government.
12. Bidders are entitled to one (1) bid only, otherwise all bids made shall automatically be rejected.
13. **The prospective bidder shall submit Certified True Copy of the following requirements in one envelope.**
  - a. **Price Schedule**
  - b. **Technical Specifications**
  - c. **Mayor's/Business Permit**
  - d. **PhilGEPS Registration Number**
  - e. **Income/Business Tax Return**
  - f. **Omnibus Sworn Statement**
  - g. **Professional License/Curriculum Vitae , for Consulting Services**
  - h. **Philippine Contractors Accreditation Board (PCAB), for Infrastructure Projects**
  - i. **Certificate of Product Registration (CPR), if applicable**
  - j. **FDA License to Operate with List of Sources, if applicable**

**(SGD)RHODORA M. BOISER, MPA**  
Chairperson, Bids and Awards Committee



Republic of the Philippines  
Department of Health  
**DAVAO REGIONAL MEDICAL CENTER**  
Apokon, Tagum City



**PhilGEPS Reference Number: 4832932 (RD)**

**For Goods Offered From Within the Philippines - Price Schedule**

Name of Bidder: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_

IB No. 17-09-208  
PR No. 17-07-253  
Resolution No: 09-389 (Negotiated-Small Value Procurement)

Date: 09-22-17  
Date: 07-07-17

**Date of Opening: October 3, 2017 9:30 A.M. BAC Office**

Item No.	Description	QTY.	Unit	Approved Budget for the Contract (ABC)/unit	Approved Budget for the Contract (ABC)/Item	Unit Price (amount in figures and words)	Total
1	<b>Scanner</b>	1	unit	72,017.00	72,017.00		
	Technical Specifications:						
	Supported operating system windows® 8/8 1 (3-bit/64-bit) Windows® 7 (32-bit/64-bit), Windows Vista® (32-bit/64-bit), Windows Server® 2012 R2 (64-bit) Windows Server® 2012 (64-bit). Windows Server® 2008 R2 (64-bit) Windows Server® 2008 (32-bit/64-bit)						
	Scanner Type:ADF (Automatic Document Feeder)						
	Scanning models: Simplex/Duplex, Color/Grayscale/Monochrome						
	Light Source:R,G, B LED x2 (front x 1, back x 1						
	Document size: Maximum A4 Portrait (210x297mm) or Legal (8.5x14 in. or 8.5x34 in. (215.9x 863.6 mm) (long page scanning 3,048 mm (120 in.) Minimum A8 Portrait/Landscape (52 x 74 mm)						
	Scanning speed: Simplex: at least 30 ppm (200/300 dpi), Duplex:60 ipm (200/300 dpi)						
	Expected daily volume: at least 3,000 sheets/day						
	USB2.0 Interface						
	Power req. AC 100 to 240V±10%						
	Included: AC adapter, USB cable; Setup DVD-ROM						
	Output reso: approximately 50 to 600 dpi (adjustable by 1 dpi increments) 1200 dpi (driver)						
	Shall be compatible/suitable with Phic-Eclaims needed document format						
	Document output: include PDF/A which is an ISO-standardized version of the Portable Document Format(PDF) specialized for use in the archiving and long-term preservation of electronic documents						
	brand						
	packaging/model						
	country of origin						
	X-X-X-X-X-X-X						
	Purpose: For the use of Billing and Claims Section for PHIC-E-claims requirement on document type						
	<b>Approved Budget for the Contract: PhP</b>				72,017.00		



Republic of the Philippines  
Department of Health  
**DAVAO REGIONAL MEDICAL CENTER**  
Apokon, Tagum City  
**BIDS AND AWARDS COMMITTEE**



**TECHNICAL SPECIFICATIONS**

Item No.	Purchaser's Specifications	Quantity		Supplier's Specification
1	Scanner	1	unit	
	Technical Specifications:			
	Supported operating system windows® 8/8 1 (3-bit/64-bit) Windows® 7 (32-bit/64-bit), Windows Vista® (32-bit/64-bit), Windows Server® 2012 R2 (64-bit) Windows Server® 2012 (64-bit). Windows Server® 2008 R2 (64-bit) Windows Server® 2008 (32-bit/64-bit)			
	Scanner Type:ADF (Automatic Document Feeder)			
	Scanning models: Simplex/Duplex, Color/Grayscale/Monochrome			
	Light Source:R,G, B LED x2 (front x 1, back x 1			
	Document size: Maximum A4 Portrait (210x297mm) or Legal (8.5x14 in. or 8.5x34 in. (215.9x 863.6 mm) (long page scanning 3,048 mm (120 in.) Minimum A8 Portrait/Landscape (52 x 74 mm)			
	Scanning speed: Simplex: at least 30 ppm (200/300 dpi), Duplex:60 ipm (200/300 dpi)			
	Expected daily volume: at least 3,000 sheets/day			
	USB2.0 Interface			
	Power req. AC 100 to 240V±10%			
	Included: AC adapter, USB cable; Setup DVD-ROM			
	Output reso: approximately 50 to 600 dpi (adjustable by 1 dpi increments) 1200 dpi (driver)			
	Shall be compatible/suitable with Phic-Eclains needed document format			
	Document output: include PDF/A which is an ISO-standardized version of the Portable Document Format(PDF) specialized for use in the archiving and long-term preservation of electronic documents			

**NAME OF COMPANY**

**ADDRESS**

**SIGNATURE OVER PRINTED NAME**

*(Duly authorized to sign the Bid)*

**TELEPHONE/FAX NO.**