



## Request for Quotation

### PROJECT: **SUPPLY & DELIVERY OF FIFTEEN (15) UNITS OF INTERNATIONAL BRAND PRINTERS FOR THE NTA CENTRAL OFFICE AND BRANCH OFFICES**

Purchase Request No.: 2403 - 106

The NATIONAL TOBACCO ADMINISTRATION (NTA), through its *Corporate Operating Budget for CY 2024*, intends to apply the sum of ₱ 300,000.00, being the Agency Estimate, to payments under the contract for the **“Supply & Delivery of Fifteen (15) Units of International Brand Printers for the NTA Central Office and Branch Offices”**. Quotations received in excess of the Agency Estimate shall be automatically rejected.

1. The NTA now invites quotations for the **“Supply & Delivery of Fifteen (15) Units of International Brand Printers for the NTA Central Office and Branch Offices”**. Delivery of Goods/Services is required for a period of Thirty (30) calendar days, upon receipt of the Purchase Order.
2. A complete set of Specifications and Quotation Form may be acquired by interested parties from **MR. GERALD C. GUZMAN**, from the address below.
3. Quotations must be delivered to the address below on or before April 8, 2024, at 5 PM.
4. The NTA reserves the right to accept or reject any quotation prior to contract award, without thereby incurring any liability to the affected interested parties.

For further information, please refer to:

**ZENAIDA T. ARROJO**

National Tobacco Administration

11<sup>TH</sup> Floor, The Upper Class Tower, Quezon Avenue corner Scout Reyes St., Quezon City

Tel No. 372 3188;

Website Address: [nta.da.gov.ph](http://nta.da.gov.ph)

**ZENAIDA T. ARROJO**  
Chairperson, NTA-BAC



Bids and Awards Form No.		Quotation Form	No. Date: _____
Republic of the Philippines Department of Agriculture <b>NATIONAL TOBACCO ADMINISTRATION</b> 11th Floor, The Upper Class Tower, Quezon Ave.			
Name of Company		QUOTED BY:  Signature over Printed Name	
Contact No.		Position/Designation Date: _____	

Please quote us your net government price, taxes included, on each of the following:

Lot	Qty.	Unit	ITEM DESCRIPTION/SPECIFICATION	Selling Price per Unit	Total ABC (PHP)	Complied	
						(Y or N)	BID PRICE
1	15	unit	<b>International Brand Printers</b> Print, Scan, Copy, Fax with ADF; Piezoelectric Printhead; 180 x 1 nozzles Black; 59 x 1 nozzles per Color (Cyan, Magenta, Yellow); Bidirectional Printing; 5760 x 1440 dpi; Draft Text - Memo, A4 (Black/Color): up to 33.0 pp, / 15.0 ppm; Copy speed: ISO29183, A4 (Black / Color): up to 7.7 ipm / 3.8 ipm. Scanning: Flatbed Color Image Scanner; Sensor Type: CIS; Optical Resolution: 1200 x 2400 dpi; ADF Function: Support Paper Thickness: 64-95 g/m2; Paper Capacity 30 sheets (A4 Paper), 10 sheets (Legal); Fax Function: Walk-up Black-and- White and Color Fax Capability; Receive Memory / Page Memory: 1.1 MB, Page Memory up to 100 pages Spill-free, Error-free Refilling; Wi-Fi Direct, Borderless Printing up to A4; USB 2.0; Network Ethernet, Wi-Fi IEEE 802.11b/g/n Wi-Fi Direct; 1.44" LCD Screen; Page Yield: Black Ink Bottle: 4,500; Page Yield CYM (Composite Yield): 7,500; initial set of consumables (ink bottles) included Minimum 1 year warranty  *** nothing follows***		300,000.00		

Period of Delivery: Thirty (30) calendar days, upon receipt of the Purchase Order

The NTA reserves the right to reject any or all offers, waive any formality herein or accept such offer as may be considered most advantageous to the Agency.

Very truly yours,

  
**ZENAIDA T. ARROJO**

Chairperson, NTA-Bids and Awards Committee (NTA-BAC)