



## REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through Port of Manila will undertake a Small Value Procurement for the **Supply and Delivery of Duplex Sheet-fed Document Scanner**, in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184. The details of the project are as follows:

**Name of Project :** Supply and Delivery of Duplex Sheet-fed Document Scanner  
**Location :** Supply Unit, Administrative Division, Port of Manila,  
 South Harbor, Port Area, Manila  
**Approved Budget for the Contract:** SIX HUNDRED FORTY THOUSAND PESOS ONLY  
 (Php640,000.00)

**Specifications :**

| QTY. | UNIT | DESCRIPTION  |
|------|------|--|
| 20   | Unit | <p><b>High Speed Scanner</b></p> <p><b>Scan Function:</b></p> <p><b>Scanner Type:</b>A4 sheet-fed, one-pass duplex colour scanner<br/> <b>Sensor Type:</b>CIS<br/> <b>Light Source:</b>RGB LED<br/> <b>Optical Resolution:</b>600 x 600 dpi<br/> <b>Output Resolution:</b>50 - 1,200 dpi (1 dpi increments)<br/> <b>Scanner Bit Depth (Colour):</b>30-bit input, 24-bit output<br/> <b>Scanner Bit Depth (Grayscale):</b>10-bit input, 8-bit output<br/> <b>Scanner Bit Depth (Black &amp; White):</b>10-bit input, 1-bit output<br/> <b>Max Document Size:</b>215.9 x 6,096mm<br/> <b>Output File Formats:</b> Scan 2: JPEG, TIFF, Multi-TIFF, PDF, Searchable PDF, BMP, PNG<br/>           Document Capture Pro (Win): JPEG, BMP, PDF, Searchable PDF, TIFF, Multi-TIFF, PNG, DOCX, XLSX, PPTX</p> <p><b>Scan Speed:</b></p> <p><b>ADF Monochrome (Simplex / Duplex):</b>200 dpi: 35 ppm / 70 ipm<br/>           300 dpi: 35 ppm / 70 ipm<br/>           600 dpi: 8.0 ppm / 16 ipm<br/> <b>ADF Colour (Simplex / Duplex):</b>200 dpi: 35 ppm / 70 ipm<br/>           300 dpi: 35 ppm / 70 ipm<br/>           600 dpi: 8.0 ppm / 16 ipm</p> <p><b>ADF Specifications:</b><br/>           Scanner Type:A4 Sheet-fed, one-pass duplex colour scanner<br/>           Optical Sensor:CIS<br/>           Light Source:RGB LED<br/>           Optical Resolution:600 x 600 dpi<br/>           Output Resolution:50 dpi - 1,200 dpi (1 dpi increments)<br/>           Min Document Size:50.8 x 50.8 mm<br/>           Max Document Size:215.9 x 6,096 mm<br/>           Support Paper Thickness:27 - 413 gsm<br/>           ADF Capacity:50 sheets<br/>           Automatic Duplex Scanning:Yes<br/>           Daily Duty Cycle:up to 4,000 sheets / day<br/>           Multi-feed Detection:Ultrasonic Sensor and Length Detection<br/>           FeederType</p> <p><b>Connectivity:</b></p> <p><b>Standard:</b>USB 3.0</p> <p>Supported OS and Applications:</p> |



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

|  |  |
|--|--|
|  | <p>Supported OS: Windows XP / Vista / 7 / 8 / 8.1 / 10<br/>         Windows Server 2003 / 2008 / 2012<br/>         Mac OS X 10.6.8 or later<br/>         Scanner Driver Compatibility: TWAIN, ISIS, SANE, WIA, ICA<br/>         Dimensions and Weight:</p> <p>Dimensions (W x D x H): 296 x 169 x 176 mm<br/>         Weight: 3.7kg<br/>         Consumables:</p> <p>Roller Assembly Kit: B12B819031<br/>         Cleaning Kit: B12B819291</p> |
|--|--|

Delivery Term: Fifteen (15) calendar days from signing of Purchase Order/Contract

Interested suppliers are required to submit their valid and current Mayor's Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet & Articles of Incorporation shall also submitted), PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest Income/Business Tax Return, and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before **January 12, 2021 10:00 a.m.**, at Supply Unit, Administrative Division, Ground Floor, POM Prefab, BOC, Port Area, Manila.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

The BOC reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may contact us at 09178629765 or email us at [tuazona@customs.gov.ph](mailto:tuazona@customs.gov.ph).

Very truly yours,

*Liza T. Sebastian*  
**ATTY. MA. LIZA T. SEBASTIAN**  
 Chairperson  
 Bids and Awards Committee  
 Port of Manila



(Annex "A")

**PRICE QUOTATION FORM**

Date:

**BUREAU OF CUSTOMS**  
 Port of Manila

Sir/Madame:

After having carefully read and accept the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the items as follows:

| Unit | Description | Quantity | Unit Price | Total Price |
|------|-------------|----------|------------|-------------|
|      |             |          |            |             |
|      |             |          |            |             |
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|      |             |          |            |             |
|      |             |          |            |             |

Total amount in words: \_\_\_\_\_

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
 Name/Signature of Representative

\_\_\_\_\_  
 Name of Company