



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

**REQUEST FOR QUOTATION**

**PROCUREMENT OF PVC PRINTER  
(Colored, dual sided printer and with ID maker Software)**

26 November 2020

**NOTICE TO ALL PROVIDERS/SUPPLIERS:**

The National Privacy Commission intends to procure **PVC Printer (colored, dual sided printer and with ID maker software)**.

As such, providers or suppliers of known qualifications are hereby invited to submit their quotations/price proposals signed by your authorized representative not later than **4:00 P.M., 01 December 2020**.

The service providers/suppliers must also submit the following requirements:

1. Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
2. PhilGEPS Registration Number;
3. Notarized Omnibus Sworn Statement; and
4. Manifestation of compliance to the attached technical specification signed by your authorized representative.

Please submit your quotation together with the required documents via e-mail to [bacsecretariat@privacy.gov.ph](mailto:bacsecretariat@privacy.gov.ph) or via mail or courier in a sealed envelope to:

5th Floor, Ang Kiukok Hall,  
PICC Delegation Building, PICC Complex,  
Roxas Boulevard Manila 1307

**Attention to: ATTY. KRISHNA AIRA TANA-CAGUIA**  
BAC Secretariat Head

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BAC Secretariat Head  
National Privacy Commission  
(02) 8234-2228 loc. 127



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**TECHNICAL SPECIFICATION**

Item	Unit	QTY	Description/Specifications	Approved Budget of the Contract (Php 160,000.00)		Compliance (Manifest your compliance by writing "COMPLY" in every item)
				Unit Price	Total	
	unit	1	<p><b>1 unit PVC Printer (ID printer)</b></p> <p><b>1. Technical Requirements (Specifications):</b></p> <ul style="list-style-type: none"> <li>a. Dual sided printer (colored)</li> <li>b. ID maker software</li> <li>c. Resolution: 300 dpi</li> <li>d. Paper Capacity Input: 100 cards</li> <li>e. Output:50 cards</li> <li>f. OS compatibility: Windows XO, VISTA 7(32/64 bit), 8(32/64 bit)</li> <li>g. 10 MAC OS X v 10.6 or above</li> <li>h. High Speed Printing</li> <li>i. Display: LCM (Liquid Crystal Monitor)</li> <li>j. Interface: USB 2.0 Ethernet (Optical Module)</li> </ul> <p><b>2. Terms of Service</b></p> <ul style="list-style-type: none"> <li>a. Minimum of One (1) year warranty on parts and services</li> <li>b. Send-bill arrangement</li> </ul>			
<b>TOTAL</b>						

Instruction to bidders.

- I. Delivery shall be made within thirty (30) days from Purchase Order, if the last day falls on a weekend or holiday, delivery shall be on the next business day.
- II. All prices shall be VAT inclusive.
- III. All quotations shall be written with the company's letterhead.
- IV. Compliance must be stated by writing "Comply" to each requirement mentioned above.
- V. Present the original Mayor's Permit upon the scheduled signing of Notice of Award for inspection.



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- VI. Acknowledgement of the Notice of Award shall be within five (5) days from its issuance.
- VII. Payment shall be through send bill arrangement upon issuance of the Certification of Inspection and Acceptance.

CONFORME: \_\_\_\_\_  
(Name of Supplier/Provider/Date)

BY: \_\_\_\_\_  
(Name/Position/Signature of Representative/Date)