



COOPERATIVE DEVELOPMENT AUTHORITY

827 Aurora Blvd., Service Road, Brgy. Immaculate Concepcion, Cubao, 1111 Quezon City, Philippines

cda.gov.ph

helpdesk@cda.gov.ph

CDA Philippines



International Year
of Cooperatives

Cooperatives Build a Better World

REQUEST FOR QUOTATION

Date: May 5, 2025
RFQ No.: 2025-103


Name of Company: _____

Address: _____

Business Permit No.: _____

TIN: _____

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your duly authorized representative not later than _____.


JOSELITO O. HALLAZGO
Chairman, Bids & Awards Committee

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

ITEM DESCRIPTION	Quantity (QTY)	Approved Budget for the Contract	OFFER					REMARKS
			PRICE			Compliance with Technical Specifications (please check)		
			QTY	Unit Price	Total Price	Yes	No	
PURPOSE: FOR THE OFFICIAL USE OF CDA HEAD OFFICE - REGISTRATION DIVISION		P72,000.00						
SUPPLY AND DELIVERY OF SCANNER Scanner Type: A4 flatbed colour image scanner with ADF Sensor Type: 4-line colour CCD x 2 Scanning Method: Flatbed: Fixed document and moving carriage ADF: Fixed carriage and moving document Light Source: White LED Optical Resolution *1: Flatbed: 1,200 x 1,200 dpi ADF: 600 x 600 dpi Output Resolution: 50 – 9,600 dpi (in 1 dpi increments) Bit Depth: Colour: 48-bit input, 24-bit output Grayscale: 16-bit input, 8-bit output Black & White: 16-bit input, 1-bit output Supported Paper Weight: 50 – 128 g/m2 , Less than A6 size: 60 – 190 g/m2 ADF Capacity: 100 sheets (80 g/m2) Daily Scan Volume: Up to 3,000 sheets / day Multi-feed Detection: Ultrasonic Sensor and Length Detection Interface: USB 2.0 Max Document Size: Flatbed: 215.9 x 297 mm ADF: 215.9 x 1,016 mm Min Document Size: ADF: 100 x 148 mm Rated Voltage: AC 100-240V Rated Frequency: 50 - 60 Hz Power Consumption: Operating: 44.5 W,Ready Mode: 12.0 W, Sleep Mode: 1.6 W Power Off: 0.4 W Scan Speed: Flatbed (Black / Colour) 300 dpi: 8 sec / 8 sec 600 dpi: 22 sec / 22 sec ADF Monochrome (Simplex / Duplex) 200 dpi: 25 ppm / 50 ipm 300 dpi: 25 ppm / 50 ipm, 600 dpi: 6 ppm / 12 ipm ADF Colour (Simplex / Duplex): 200 dpi: 25 ppm / 50 ipm 300 dpi: 25 ppm / 50 ipm, 600 dpi: 4 ppm / 8 ipm Dimensions (W x D x H): 495 x 360 x 217 mm Weight: 9.8 kg *****nothing follows***** Delivery Term: 15 days	1 unit							

Note: *Quoted price/s must be VAT inclusive.

*Supplier must have a Land Bank of the Phil. Account.

*Supplier must submit a sealed quotation.

*Sealed quotation must be submitted together with the following requirements:

Company Profile, DTI/SEC Registration, Business/Mayor's Permit, BIR Registration, and PhilGEPS Certificate of Membership

Signature over Printed Name

Contact Numbers (Landline and/or
Cellphone Nos.)/E-mail address

Canvasser

TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotations/s must be valid for a period of Thirty (30) calendar days from the date of submission.
3. Price quotations, to be denominated in Philippine peso shall include all taxes.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The items shall be delivered within _____ working days from receipt of Purchase/Job Order.
8. The CDA-CO shall have the right to inspect and/or to test the goods
9. Submit your sealed quotation by mail or through your messenger addressed to the Cooperative Development Authority, 827 Aurora Blvd., Brgy. Immaculate Concepcion, Quezon City.
10. The Cooperative Development Authority reserves the right to accept or reject any or all quotations, waive any informality or technically therein and award to any firm whose proposal is deemed most advantageous to the government.