



**PAMANTASAN NG LUNGSOD NG MAYNILA**  
(University of the City of Manila)  
Intramuros, Manila

**REQUEST FOR PROPOSAL**

Date: \_\_\_\_\_  
RFP No.: \_\_\_\_\_

**Name of the Company:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Business Permit No.:** \_\_\_\_\_  
**TIN No.:** \_\_\_\_\_

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the back portion of this request for quotation. Submit your quotation duly signed by you or your duly authorized representative not later than **04 June 2019, 2:00 p.m.**

Open quotations may be submitted, manually or through facsimile or email at the address and contact number indicated below.

(Original Copy Signed)  
**ATTY. MAY ANGELI M. ESTOLAS**  
BAC Secretariat Head /  
Acting Chief Procurement Office

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

Item No.	Unit of Issue	Item Description	Qty.	Approved Budget for the Contract  (ABC)	Offer					
					Price			Compliance with Technical Specifications (please check)		Remarks
					QTY	Unit Price	Total Price	Yes	No	
1	Units	<b>Branded &amp; Brand New Laser Printer (High-End)</b> ISO Certification      Manufactured by an ISO 9001 or ISO 9002 certified Manufacturer  Print speed              Up to 45 ppm First-page out time      Not more than 8.0 seconds  Resolution                At least up to 1200x1200 dpi  Memory                    At least 256Mb installed memory  Interface                   At least USB 2.0 port Paper handling            With at least 150 sheet input tray With at least 50 sheet capacity multi-purpose tray With at least 250 sheet standard capacity tray  Media Types              Must accept, at least, the following media types: ▪ Plain paper	2	60,000.00						

		<ul style="list-style-type: none"> <li>▪ Transparencies</li> <li>▪ Envelopes</li> <li>▪ Labels</li> </ul> <p>Media Sizes Must accept the following media sizes:</p> <p>1) Standard Tray, cut sheet</p> <p>a) A4, Letter</p> <p>b) Legal, 8.5 x 13</p> <p>c) Executive, A5</p> <p>2) Multi-purpose Tray, cut sheet</p> <p>a) Custom: at least 3 x 5 to 8.5 x 14 in.</p> <p>Printer Drivers Drivers for Windows XP, Windows 8, Windows 10, Window 7 32/ 64 bit, Mac OS X and Linux</p> <p>Print Processor At least 1500Mhz</p> <p>Accessories USB cable, power cable, drivers and manuals</p> <p>Warranty At least 1 year on parts and service</p> <p>Support At least 3 years post-warranty support on availability of parts</p>								
2	Unit	<p><b>Branded and Brand New Industrial Grade Scanner with Document Feeder</b></p> <p>Scanner type Duplex Sheet Feed Scanning</p> <p>Scan Resolution At least 600 dpi and 1200 dpi (interpolated)</p> <p>Daily duty cycle 6,000 pages</p> <p>Scanning Speed At least 65ppm</p> <p>Automatic Detection At least Ultrasonic Double-Feed Detection</p> <p>Interface At least USB 2.0 port</p> <p>Control Panel At least 3 customizable Single touch scan keys with the touch of a button, instantly start scanning documents and send them automatically to a destination.</p> <p>Paper handling With at least 100 sheet automatic document feeder</p> <p>Media Types Must accept, at least, the following media types:</p> <ul style="list-style-type: none"> <li>▪ Plain paper</li> <li>▪ Transparencies</li> <li>▪ Envelopes</li> <li>▪ Labels</li> <li>▪ Checks, Cards (business card, PVC ID, Embossed Card, Plastic ID)</li> </ul> <p>Scan File Format Must accept the following file format:</p> <ul style="list-style-type: none"> <li>▪ PDF Searchable. PDF Image only, PDF/A</li> <li>▪ JPEG</li> <li>▪ TIFF single page, TIFF multi page</li> <li>▪ BMP</li> </ul> <p>Printer Drivers Drivers for Windows XP, Windows 8, Windows 10, Window 7 32/ 64 bit, Mac OS X and Linux</p>	1	184,000.00						

		Accessories	USB cable, power cable, drivers and manuals								
		Warranty	At least 1 year on parts and service								
		Support	At least 3 years post-warranty support on availability of parts								
3	Unit	<b>Branded and Brand New Photo Editing Software</b> Academic License Version, if applicable		1	20,000.00						
		Photo Corrections	<ul style="list-style-type: none"> <li>Brightness/Contrast tool, Exposure tool, Curve tool, Color Balancing tool, Filter tool, Variation tool, Shadows/Highlights Adjustment tool, Hue/Saturation tool, HDR toning tool</li> </ul>								
		Photo Enhancements	<ul style="list-style-type: none"> <li>Sharpening tool, Blur tool, Adding and Reducing Noise tool, Brush tool, Patch tool, Remix tool, Clone Stamp tool, Red eye tool</li> </ul>								
		Photo Compositions	<ul style="list-style-type: none"> <li>Burn tool, Mask, Photo Merging</li> </ul>								
		Artistic Effects	<ul style="list-style-type: none"> <li>Content-Aware Scale Feature, Vanishing points, Puppet Warp tool, Artistic Filter, Smart Objects, Custom Filter</li> </ul>								
		Create Vector Artwork	<ul style="list-style-type: none"> <li>Vector path tool, Vector Mask, Clipping Mask, Vector Shape, Layer style,</li> </ul>								
		Creating 3D Objects	<ul style="list-style-type: none"> <li>3D paint tool, 3d Rendering</li> </ul>								
		Video Corrections	<ul style="list-style-type: none"> <li>Clone and heal video layers</li> </ul>								
		Animating Images	<ul style="list-style-type: none"> <li>Frame Animations</li> </ul>								
		Other Features	<ul style="list-style-type: none"> <li>Creating Web Images, Painting, Adding Text to images and Vector Art</li> </ul>								
4	Unit	<b>Branded and Brand New USB RFID Reader and Writer</b>		18	108,000.00						
		ISO Certification	Manufactured by an ISO 9001 or ISO 9002 certified manufacturer; At least 10 years of satisfactory trade presence/existence								
		Magnetic Card	Only Read								
		RFID Card	Read and Write								
		Interface	USB								
		Features	<ul style="list-style-type: none"> <li>LED provide operational status</li> <li>ABA, ANSI, ISO, AAMVA, CADMV compatible</li> <li>Bi-directional swipe reading</li> <li>At least 13.56 MHz mifare RFID reader/writer</li> </ul>								

		<ul style="list-style-type: none"> <li>• EM, TK, AT, mifare, ICode compatible (module specific)</li> <li>• Built-in data encryption option: Triple DES, AES128, advanced security features and masked data</li> <li>• Good read confirmation by beep sounds</li> </ul> <p>Documentation User's Guide and Technical Manuals</p> <p>Warranty At least 1 years on all parts, labor and services</p> <p>Certificate</p>								
5	Set	<p><b>Plagiarism Detector System</b> Academic License Version, if applicable</p> <p><b>DESCRIPTION</b> ANTI-PLAGIARISM DETECTOR SOFTWARE is an electronic text matching system that compares text of a written document against a database of sources. The database contains copies of electronic text on the internet, in published works, on commercial databases, and in assignments previously submitted by writers all over the world to licensed provided which, in turn, provides and Original Report in which 'matched' text is underlined, color coded, and linked to either the original source or a similar documents on its database. The report also provides an indication of the proportion of the submitted work that matches other sources, this is the Similarity Index which does NOT define the plagiarism that has occurred but only the percentage of similarities with other works.</p> <p><b>KEY FEATURES</b> 1. It ensures original work by checking submitted paper against 600+ billion web pages, 500+ million student papers and leading library databases and publications 2. Saves time and improves feedback through online grading where standard and customized marks appear directly on the student paper. 3. It engages students in the writing process by providing structured anonymous feedback of other students' written work</p> <p><b>SUBSCRIPTION FEE</b> The subscription fee of Php 270,000.00 covers:</p>	1	270,000.00						

		<ul style="list-style-type: none"> <li>• 12 months subscription</li> <li>• At least 700 users (faculty teaching Research subjects and students of Research subjects)</li> <li>• Unlimited submission of written works for similarity check</li> </ul> <p>The software provided shall provide:</p> <ul style="list-style-type: none"> <li>• Product Training</li> <li>• Collaterals (banners and tarpaulin)</li> </ul>									
		<b>ADD-ON</b>									
		<b>Total Amount, PhP</b>		<b>642,000.00</b>							

**Note:** The Distributor/reseller must indicate its tender in the order of presentation as above. Likewise, it must attach an official brochure of the item being offered for reference purposes during the TWG evaluation.

Payment Terms : \_\_\_\_\_

Delivery Period/Term : \_\_\_\_\_

This is to certify that I personally conducted the canvass and that the data herein are true and correct.

\_\_\_\_\_  
(Signature over Printed Name)

Landline: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

E-Mail: \_\_\_\_\_

(Original Copy Signed)

**RON MARR P. EVANGELISTA**

Canvasser

Tel. No.: 528-45-92

Email Add.: rmpevangelista@plm.edu.ph

# TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all the items.
3. Price quotation/s must be valid for a period of *Thirty (30) calendar days* from the date of submission.
4. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable subject to deduction of applicable Government Tax. PLM is a Government Institution, as such it is mandated to withhold taxes and issue the corresponding BIR certification (BIR Form #2306, 2307). Computations and rates are as follows:

a. For VAT Registered

(PHP10,000.00 and below)

	FINAL VAT	EWT	TOTAL
GOODS	5%	0%	5%
SERVICES	5%	0%	5%

(Above PHP10,000.00)

	FINAL VAT	EWT	TOTAL
GOODS	5%	1%	6%
SERVICES	5%	2%	7%

b. For NON-VAT Registered

(PHP10,000.00 and below)

	PERCENTAGE	EWT	TOTAL
GOODS	3%	0%	3%
SERVICES	3%	0%	3%

(Above PHP10,000.00)

	PERCENTAGE	EWT	TOTAL
GOODS	3%	1%	4%
SERVICES	3%	2%	5%

5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of the 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.
7. Any interlineations, erasures or overwriting shall be valid only if they signed or initiated by you or any of your duly authorized representative/s.
8. The item/s shall be delivered within \_\_\_\_\_ working days from the receipt of the approved Purchase Order (PO).
9. PLM shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. Liquidated damages equivalent to the one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. PLM shall rescind the contract once the cumulated amount of liquidated damages reached ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.