



**Office of the President of the Philippines**  
OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS

**REQUEST FOR QUOTATION**

10 July 2019

The Office of the Presidential Adviser on the Peace Process (OPAPP), through its Bids & Awards Committee (BAC), invites interested Suppliers/Contractors to submit their *lowest* and *responsive* quotation for Procurement, Supply, & Delivery of Barcode Printer. Details of which are as follows:

A. Name of the Project	<b>Procurement, Supply, &amp; Delivery of Barcode Printer.</b>
B. Source of Fund	<b>F.Y. 2019.</b>
C. Approved Budget for the Contract (ABC)	<b>One Hundred Thousand Pesos (PhP100,000.00).</b>
D. Mode of Procurement	<b>Negotiated Procurement-Small Value Procurement (R.A. 9184).</b>
E. Technical Requirements	<b>Please see Annex "A".</b>
F. Documentary Requirements	<b>1) PhilGEPS Registration Number/ Certificate; 2) Mayor's/ Business Permit; 3) Latest Income/ Business Tax Return (Tax Clearance will not be accepted); 4) Omnibus Sworn Statement in accordance with sec. 25.3 of the 2016 IRR of RA 9184;</b>

**I. Terms & Conditions**

- a) The ABC is inclusive of applicable taxes.
- b) Bid offer exceeding the ABC shall be automatically disqualified.
- c) The bid offer must be valid for thirty (30) calendar days upon receipt by the procuring entity.
- d) Documentary requirements must be submitted on or before the deadline of submission of bids. Late bids will not be accepted.

If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline of submission of bid indicated below.

- e) Bids must be submitted in a sealed envelope with the (i) bidder's complete (postal) address; (ii) telephone number, fax and email address printed under its postal address; & (iii) the name of the project must be indicated in the center-uppermost.

Unsealed bids nor bids sent through email will not be accepted/ honored.

- f) All quotations must be inclusive of all applicable fees, and not subject to price escalation in case there will be an Order increasing the daily minimum wage.

- g) Subcontracting is not allowed.

**II. Delivery Period**

Within fifteen (15) calendar days from receipt of Job Order.

**III. Place of Delivery**

6<sup>th</sup> Floor, Agustin I Bldg.  
F.Ortigas Jr. Road (Former Emerald Avenue)  
Ortigas Center  
Pasig City

**IV. Terms of Payment**

Payment shall be made to the supplier or distributor upon complete delivery and submission of billing statement.

**V. Warranty**

Replacement of defective item/s shall be made within seven (7) days from receipt of the supplier or distributor of the formal written notice.

**VI. Deadline of Submission of Bids**

Bids/Quotations must be submitted on or before \_\_\_\_\_.

**VII. Submit your bids at:**

BAC Secretariat's Office  
6<sup>th</sup> Floor, Agustin I Bldg.  
F.Ortigas Jr. Road  
Ortigas Center  
Pasig City

The OPAPP reserves the right to reject any and all quotations or bids, declare a failure of bidding or not award the contract in accordance with Section 41 of the IRR of R.A. 9184.

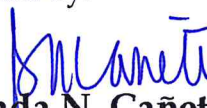
The contract will be awarded to the *lowest quotation* and *responsive* to our specifications and requirements.

For further inquiries, please coordinate with the BAC Secretariat at telephone number (02) 636 0701 local 818, or at [opapp.bacsec@gmail.com](mailto:opapp.bacsec@gmail.com).

Sincerely,

  
**Farrah Grace V. Naparan**  
HEA, OSEC

Noted by:

  
**Linda N. Cañete**  
CAO - PSS

x-----x

After having carefully read and accepted your terms and conditions, our best offer for the procurement of the above listed goods is (Please fill-in details: amount in words) (PhP \_\_\_\_\_ .00).

Company Name: \_\_\_\_\_  
Authorized Representative: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Position: \_\_\_\_\_  
Contact No.: \_\_\_\_\_  
Email Add: \_\_\_\_\_

## Technical Requirements

### I. Barcode Printer

	Technical Requirements
Barcode Printer	1 unit of brand new barcode printer
Print Width	4.09 inches
Resolution	300dpi
Print Method	Thermal Transfer & Direct Thermal
Print Speed	4 inches per second
Memory	4MB Flash; 8 MB SDRAM
Other Requirements:	<ol style="list-style-type: none"> <li>1) Basic Barcode software</li> <li>2) Power Supply</li> <li>3) USB Printer Cable</li> <li>4) 2 hours training to End Users</li> <li>5) 2 weeks replacement for the printer head</li> </ol>

### II. White Polyester Labels

	Technical Requirements
Label Description	2 in (W) x 1 in (H) @ 2,500pcs/roll; 1inch core diameter, 2.5mm gap; 1 out, semi-round corner
Sticker Quality	Non-tearable, non-erasable, strong adhesive, can stand hot and cold temperature.
Ribbon desc	56mm x 75m, half inch core face out
Resin Ribbon	Package includes 12 rolls of Resin Ribbon.