



February 23, 2021  
 APO-RFQ -949483

**REQUEST FOR QUOTATION**

Name of Company :  
 Address :  
 Business Permit # :  
 TIN :  
 Philgeps# :

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 representative and copies of your eligibility requirements not later than February 26, 2021.

The quotations may be submitted at the address 2/F Philippine Information Agency Bldg. Visayas Avenue, Bgy. Vasra Quezon City or thru Fax No. 82825309 (loc. 235/234) or thru email at purchasing@apo.gov.ph

  
 MERLA D. ESCOBAR  
 Purchasing Manager

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

Item No.	List of Machines	Quantity	Rate/Hour	No. of Hours	Amount	Lease Period	Statement of Compliance
1	Sheetfed Press	1 unit		55.5		45 working days	

**Note:** Please see Annex "A" for the Machine Technical Specification, Annex "B" for the Terms and Conditions.

\_\_\_\_\_  
 Signature over Printed Name  
 Contact Number

- Approved budget shall be PhP 162,000.00
- Payment shall be based on the Total Number of Accumulated Used of Machines and Equipment, subject to the submission of the following documents: (i) Work Order, (ii) Delivery Receipt with Inspection, (iii) Billing Statement/Billing Invoice, (iv) Summary of Machine Utilization Report, and (v) all other required documents based on existing accounting and auditing laws, rules and regulations.

**PAPER PRINTING MACHINES AND FINISHING EQUIPMENT  
TECHNICAL SPECIFICATIONS**

**A. Sheet-fed Press**

*a. Functional Description*

- Sheet bed/ flat bed offset press machine; 4 colors

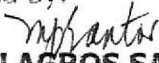
*b. Performance Description*

- Manufacturer's Data Sheet or Certified Test Sheets and Print Samples

*c. Design*

- Maximum sheet size – 20" x 29"
- Minimum sheet size – 12" x 18"
- Paper thickness that can handle is from 40 lbs to 220 lbs
- Rated speed of 15,000 sheets per hour

Approved by:

  
**MS. MILAGROS SANTOS**  
*OIC, Production Division*