



February 27, 2021
 APO-RFQ -949494

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 March 2, 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 Offset Press	1 unit		253.3		45 days	
2	Cutting Machine	1 unit		86.3			

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 484,000.00
- Additional document of Omnibus Sworn Statement shall be submitted for the bid that complying the technical and financial requirements.
- 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.

Lease of Various Printing Machines and Equipment with Operational and Technical Support System

Machine Details and Technical Specifications:

1. Sheet Fed Offset Press

- Sheet Fed Press Machine 1 Color
- Manufacturer's data sheet or certified test sheets and print sample
- Maximum sheet size – 18" x 24"
- Paper thickness that can handle is from 50 gsm to 189 gsm
- Rated speed of at least 5,000 sheets/hour

2. Cutting Machine

- Size maximum of 45" cutting width; 6" to 8" cutting height

Approved by:


MS. MILAGROS SANTOS
OIC, Production Division