



February 27, 2021  
 APO-RFQ -949495

**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	5-color Continuous Forms Press	1 unit		163.6		45 days	
2	Rotary Collator w/ Numbering	1 unit		80.2			
3	Sheetfed Offset Press	1 unit		65.2			
4	Cutting Machine	1 unit		23			

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

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 Signature over Printed Name  
 Contact Number

- Approved budget shall be Php 595,000.00
- 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. 5 Color Continuous Forms Press with 8.5" or 17" printing and perforating cylinders
  - Pure Offset
  - Rated speed at 250 m/min. (minimum)
  - Paper size – can be printed from 6" to 18"
  - Roll diameter of paper that can be loaded at maximum of 40"
2. Rotary Collator and Numbering Machine
  - Rated speed at 100m/min. (maximum) 3 ply to 6 ply
  - Paper size – 5" to 18"
3. 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
4. Cutting Machine
  - Size maximum of 45" cutting width; 6" to 8" cutting height

Approved by:

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