



February 6, 2021  
 APO-RFQ -949395

**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 9, 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		180		60 days	
2	Rotary Collator with Numbering	1 unit		160			
3	Burster Machine	1 unit		100			
4	Guillotine Cutting Machine	1 unit		130			

**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 980,000.00
- 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.

## 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. Burster Machine or Auto Slashing Machine
  - Rated speed at 100m/min. (maximum) 3 ply to 6 ply
  - Paper size – 5" to 18"
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3. Rotary Collator and Numbering Machine
  - Rated speed at 100m/min. (maximum) 3 ply to 6 ply
  - Paper size – 5" to 18"
4. Guillotine Cutting Machine
  - Size maximum of 45" cutting width; 6" to 8" cutting height

Approved by:

**FREDERICK S. TARUN**  
*Production Manager*