



March 24, 2021  
 APO-RFQ -949573

**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 29, 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		59.4		30 days	
2	Rotary Type Collating and Numbering	1 unit		27.9			

**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 1 68,000.00
- 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.

Annex "A"

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

**Machine Details and Technical Specifications:**

**1. 5 Color Continuous Forms Press**

- a. Functional Description
  - Roll to fold continuous forms press, 5 stations, 5 colors
- b. Performance Description
  - Manufacturer's Data Sheet or Certified Test Sheets, Print Samples
- c. Design
  - Capable of 5- color printing with flexibility on reverse printing
  - 4 units variable web offset cassette type and 1 units variable letterpress
  - Printing cylinders
    - Offset cassettes and letterpress – 17", 16", 14",24",22"and 20"
  - At least 2 online cross perforation for high perforation functionality; fixed or variable
  - Perforating gears/ cylinders
    - 17", 8 1/2" and 4 1/4"
    - 16", 8" and 4"
    - 14", 7" and 3 1/2"
    - 12", 8", 6", and 4 "
    - 11", 5 1/2" and 3 2/3"
    - 10" and 5"
  - Double set of sprocket holes for multi outs printing of continuous forms
  - Folding gears are 5, 6, 7, 8, 8.5, 10, 11, 12, 14, 16 and 17"
  - Web width is 19" (maximum roll width of paper that can be loaded)
  - Equipped with automatic web guide and tension control system

**2. Rotary Type Collating and Numbering with in-line slashing**

- a. Functional Description
  - Collating and numbering for continuous forms, roll to fold
- b. Performance Description
- c. Manufacturer's Data Sheet or Certified Test Sheets, Print Samples
- d. Design
  - 6 feed stations meaning it can collate up to 6<sup>th</sup> ply or more
  - Maximum width of paper than can be loaded is 19"
  - Rotary numbering with double-row type
  - Numbering holder sizes of 17", 16", 14",24",22" and 20"

Noted by:

**FREDERICK S. TARUN**

*Production Manager*