



Republic of the Philippines
Department of Education
Region I

SCHOOLS DIVISION OFFICE OF SAN CARLOS CITY PANGASINAN

REQUEST FOR QUOTATION

Reference No: 20260721-001; RFQ# 078

Date: JULY 21, 2026
Fund Code: RO1-26-1005
MOP: SMALL VALUE PROCUREMENT
Contact No.: 09096681149
Contact Person: LILIBETH A. MAGTANG

Company/Business Name and Address

The Schools Division Office of San Carlos City, through the Bids and Awards Committee, now invites all qualified suppliers/bidders to quote the price **inclusive of VAT** on the items listed below. Submit your Quotation not later than **JULY 29, 2026 @ 10:00 A.M** together with the following requirements, to wit:

1. Mayor's/Business Permit,
2. PhilGEPS Registration Number Certificate,
3. Certificate of Registration (BIR Form 2303),
4. Notarized Sworn Statement (revised) for ABC more than Php200,000.00.

Note:

1. The prospective bidder/supplier should have a **BIR registered Delivery Receipt/Service Invoice**.
2. The face of the envelope must contain the name of the Supplier/Bidder and the Name of the Project – similar to the manner of submission of bids in a Public Bidding.
3. The quotation and the documentary requirements stated above must be duly received by the RECORDS OFFICE **through manual submission (onsite) or through their e-mail address at records.sccp@deped.gov.ph** at Schools Division Office of San Carlos City, Pangasinan, to be forwarded by personnel of Records Unit to the BAC Secretariat.
4. The submitted quotation shall be opened and read in the presence of the BAC Members and the undersigned or any representative in lieu of him/her.
5. The Winning Bidder should inform the Schools Division Superintendent of the delivery of goods in writing, three (3) days before the projected delivery through the Records Office through manual submission or through their official e-mail address as indicated above.

LILIBETH A. MAGTANG
BUYER/END-USER

GENERAL NAME OF THE ITEMS: PRINTERS

Unit	Article	Quantity	Estimated Approved Unit Cost	Estimated Approved Total Cost	Quotation of Supplier		EVALUATION (Leave this space blank. For BAC/Evaluators only)
					Price per unit	Total Quotation	
PC	HEAVY DUTY PRINTER	83	13900.00	1,153,700.00			
	PLEASE SEE ATTACHED TECHNICAL SPECIFICATIONS.			-			
		Total ABC: Php		1,153,700.00			

PURPOSE: PROCUREMENT AND DELIVERY OF PRINTERS FOR ARAL PROGRAM IMPLEMENTATION

Canvassed By

Signature of Dealer



Address: Roxas Blvd., San Carlos City, Pangasinan, Philippines,
Telephone No. 075-523 4527
Website: <https://sdosancarloscityr1.com>
Email Address: sancarlos.city1@deped.gov.ph



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TECHNICAL SPECIFICATIONS

Title:

Procurement and Delivery of Printers for ARAL Program Implementation

Source of Fund: **SARO No. ROI-26-1005**

Completion Period: **15 Calendar Days**

Printing Specifications

- **Printing Technology:** On-demand inkjet (Micro Piezo™)
- **Print Resolution:** 5760 × 1440 dpi
- **Print Speed (ISO):** 11 ipm (Black) / 6 ipm (Color)
- **Print Speed (Draft):** Up to 33 ppm (Black) / 15 ppm (Color)
- **Duplex Printing:** Manual
- **Borderless Printing:** Up to 4R (4 x 6") size

Scanning Specifications

- **Scanner Type:** Flatbed color image scanner (CIS)
- **Optical Resolution:** 1200 × 2400 dpi
- **Max Scan Area:** 216 mm × 297 mm (A4 / Letter)
- **Scan Speed:** Flatbed (12s Black / 29s Color) | ADF (4.5 ipm)

Copying Specifications

- **Copy Speed:** Up to 7.7 ipm (Black) / 3.8 ipm (Color)
- **Max Copy Resolution:** 600 × 600 dpi
- **Max Copy Size:** Legal

Fax Specifications

- **Fax Type:** Walk-up black & white and color fax capability
- **Fax Speed:** Up to 33.6 kbps (Approx. 3 seconds/page)
- **Fax Memory:** Up to 100 pages





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Paper Handling

- **Input Capacity:** Up to 100 sheets (Plain paper) / 20 sheets (Photo paper)
- **Output Capacity:** Up to 30 sheets
- **Supported Sizes:** Legal, Indian-Legal, 8.5x13", Letter, A4, B5, A5, A6, Envelopes (#10, DL, C6)
- **ADF Capacity:** Up to 30 sheets (A4)

Connectivity & Software

- **Interfaces:** USB 2.0, Wi-Fi, Wi-Fi Direct, and Ethernet
- **Mobile & Cloud:** Apple AirPrint, Mopria Print Service, Epson Smart Panel app
- **OS Compatibility:** Windows, Mac

Power & Dimensions

- **Power Consumption:** 12 W (Operating) / 0.5 W (Sleep)
- **Dimensions (W x D x H):** 375 × 347 × 237 mm
- **Weight:** Approx. 5.5 kg

Consumables (Ink Yields)

- **Black Ink Bottle (003):** Up to 4,700 pages
- **Cyan, Magenta, Yellow Ink Bottles (003):** Up to 7,500 pages (Composite yield)

Additional Requirements:

- 1) Issuance of Warranty Certificates to assure that manufacturing defects shall be corrected by the supplier after the Acceptance by the procuring entity of delivered supplies.
- 2) The supplier shall conduct a demonstration on the proper installation, proper handling, and use of the printers.