



Republic of the Philippines  
Province of Negros Occidental  
City of San Carlos  
Telephone No. (034) 312-5205

REQUEST FOR QUOTATION

REF. NUMBER: 0328 /  
DATE: March 27, 2025 /  
PURCHASE REQUEST NO. 1-25-02-0397 /  
DATED: February 24, 2025 /  
ABC: Lot II / 37,000.00  
BAC RES. NO. NP-SVP 0382-25 /  
DATED: March 27, 2025 /

CITY MAYOR'S OFFICE/PUBLIC EMPLOYMENT SERVICES OFFICE

Gentlemen:

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative.

MA. BRITA D. REBADOMIA  
CGADH I

BAC Secretariat & Procurement Div.-CMO

- NOTE:
1. ALL ENTRIES MUST BE TYPEWRITTEN / HANDWRITTEN
  2. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY PROCURING ENTITY
  3. PRICE VALIDITY SHALL BE FOR A PERIOD OF 120 CALENDAR DAYS
  4. ALL DELIVERIES MUST BE F.O.B. SAN CARLOS CITY, NEGROS OCCIDENTAL
  5. **PLEASE SUBMIT YOUR QUOTATION 7 CALENDAR DAYS UPON RECEIPT OF REQUEST FOR QUOTATION (RFQ) EXCEPT FOR GASOLINE AND DIESEL FUEL.**

ITEM NO.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT PRICE	TOTAL
1	unit	<b>LOT II</b> Time and Attendance Machine(Biometric Machine) / - 3 inch Finger Scanner / Face Recognition / - Color TFT screen with GUI Interface For Ease of use / -1 touch a-second user recognition / -Stores 3,000 templates and 100,000 transactions / - Reads fingerprints and / or PINs / - Communication: USB / NETWORK / Built in serial and Ethernet ports / -Power supply: 5v DC 2A / With internal back up battery / - Wiegand support / support magnetic contact / -With warranty / <b>Note:</b> Compatible with our existing software / <b>Note:</b> Supplier should have after-sale repair service /	1		
2	unit	Printer / -with scanner / Ink included / -can photocopy (colored and black & white) / -With warranty /	1		
3	pcs	UPS-2000VA / -offers surge protection, voltage regulation, and dependable battery backup / -ensuring uninterrupted operation and longevity for your valuable electronics / -Input Voltage 230VAC / -Voltage Range 140 - 300VAC / -Capacity VA/Wattage 2KVA/1400W / -Outlet Socket back-up x4, total of 4 sockets / -With warranty / <b>X-X-X-X-X-X-X-X-X-X</b> <b>Delivery Term:10 Working Days</b> /	1		
<b>PURPOSE</b>		For the use of Public Employment Service Office, this city.			

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above.

Printed Name/Signature

CANVASSED BY:

Printed Name/Signature

Tel.No./Cellphone No./E-Mail Address

Date