



Office of the President of the Philippines
PRESIDENTIAL MANAGEMENT STAFF
Malacañang

PMS-BIDS AND AWARDS COMMITTEE
REQUEST FOR QUOTATION

The Office of the President-Presidential Management Staff (OP-PMS), through its Bids and Awards Committee (BAC), hereby invites all interested distributor, to quote their *lowest price* on the items listed below, subject to the General Conditions stated herein, and submit the same duly signed by their authorized representatives not later than **11 July 2017 (Tuesday)**:

NAME OF PROJECT : PROCUREMENT OF HIGH-SPEED DOCUMENT SCANNERS
LOCATION : PMS TEMPORARY OFFICE¹
APPROVED BUDGET : ₱ 122,000.00

I. TERMS OF REFERENCE :

Specific Deliverable
Supply and delivery of 3 units high-speed document scanners

Institutional Requirements
1. The warranty of the document scanners shall be one (1) year on parts and labor.
2. The bidder must be an authorized distributor, reseller or partner of the manufacturer, as evidenced by a notarized original copy of certification to be submitted to the Chairman, PMS Bids and Awards Committee. The certification should be on a stationery bearing the letterhead of the manufacturer and signed by the authorized person or office of the manufacturer.
3. The winning bidder shall submit a certificate of warranty stating therein the coverage period which shall be reckoned from the date of acceptance by the PMS of the items.
4. On-site service or check-up response shall be within 5-6 hours for morning call and next day visit for afternoon calls.
5. Should the scanner require prolonged service or cannot be repaired on-site, the bidder shall provide a service back-up unit within the warranty period free of charge until the defective scanner is repaired.
6. Any document scanner found to be defective within 30 days from the receipt of the items as indicated in the delivery receipt shall be replaced with a new unit. (The 30-day period shall be reckoned from the date in the Delivery Receipt.)

Technical Specifications	
Quantity	3 units
Recommended Daily Volume	Up to 5,000 pages per day

¹ Located at AAP Tower, 683 Aurora Blvd. Barangay Mariana Quezon City.

Throughput Speeds (portrait, letter size)	Black-and-white/grayscale: up to 40 ppm/80 ipm at 200 dpi and 300 dpi;
Scanning Technology	Dual CCD; Grayscale output bit depth is 256 levels (8-bit); color capture bit depth is 48 bits (16 x 3); color output bit depth is 24 bits (8 x 3)
Operator Control Panel	7 Segment display
Optical resolution	600 dpi
Illumination	Dual indirect LED
Output resolution	100 / 150 / 200 / 240 / 250 / 300 / 400 / 600 / 1200 dpi
Max./Min. Document Size	216 mm x 863 mm (8.5 x 34 in.) / 50 mm x 50 mm (2 in. x 2 in.) Long document mode: 216 mm x 4,064 mm (8.5 in. x 160 in.)
Paper Thickness and Weight	34-413 g/m ² (9-110 lb.) paper; ID card thickness: up to 1.25 mm (0.05 in.)
Feeder	Up to 75 sheets of 80 g/m ² (20 lb.) paper and handles small documents such as ID cards, embossed hard cards and insurance cards
Multi-feed Detection	With ultrasonic technology
Connectivity	USB 2.0, USB 3.0
Bundled Software	TWAIN, ISIS, WIA Drivers; Document scanning/imaging software; scanner configuration and management utilities software; document management and OCR software.
Imaging Features (in the scanner)	Barcode reading; Perfect Page scanning; Deskew; Auto crop; Fixed cropping; Relative cropping; Multi-lingual auto orientation; Orthogonal rotation; Add border; Remove border; Intelligent image edge fill; Round/Rectangular Hole Fill; Content or file size-based blank page removal; Sharpening; Streak Filtering; Automatic brightness/contrast; Background color smoothing; Automatic color balance; Auto white balance; Enhanced color adjustment; Enhanced color management; Automatic color detection; Adaptive threshold processing; Fixed thresholding; iThresholding; Lone pixel noise removal; Majority rule noise removal; Halftone removal; Electronic color dropout (R, G, B); Predominate (1) color dropout; Multiple (up to five) color dropout; All color dropout; Dual stream; Compression (Group 4, JPEG); Image merge; Long document scanning (up to 4,064 mm/160 in.)
File Format Outputs	Single and multi-page TIFF, JPEG, RTF, BMP, PDF, searchable PDF
Electrical Requirements	100-240 V (International); 50-60 Hz
Power Consumption	Scanner: off mode: <0.35 watts; sleep mode: <4 watts; running mode: <32 watts



Environmental Factors	EPEAT Registered ENERGY STAR qualified Operating temperature: 10-35° C (50-95° F) Operating humidity: 15% to 80% RH
Supported Operating Systems	WINDOWS XP SP2 and SP3 (32-bit), WINDOWS XP x64 Edition SP2, WINDOWS VISTA SP1 (32-bit and 64-bit), WINDOWS 7 SP1(32-bit and 64-bit), WINDOWS 8 (32-bit and 64-bit), WINDOWS 8.1 (32-bit and 64-bit), WINDOWS 10 (32-bit and 64-bit), WINDOWS Server 2008 x64 Editions, WINDOWS Server 2012 x64 Editions, LINUX UBUNTU 14.04 (LTS)* (32-bit and 64-bit). MAC OS v. 10.7, 10.8, 10.9, or 10.10
Approvals and Product Certifications	AS/NZS CISPR 22:2009 +A1:2010; (Class B RCM mark), CAN / CSA – C22.2 No 60950-1-07 +A1:2011 (TUV C mark), Canada CSA-CISPR 22-10 / ICES-003 Issue 5 (Class B), China GB4943.1:2011; GB9254:2008 Class B (CCC S&E mark), EN55022:2010 ITE Emissions (Class B), EN55024:2010 ITE Immunity (CE mark), EN60950-1:2006 +A1,+A11,+A12 (TUV GS mark), IEC60950-1:2005 +A1, Taiwan CNS 13438:2006 (Class B); CNS 14336-1 (BSMI mark), UL 60950-1:2007 R12.11 (TUV US mark), CFR 47 Part 15 (FCC Class B), Argentina S mark
Consumables Available	Feed module, separation module, feed rollers, roller cleaning pads, staticide wipes
Dimensions	Weight: 5.5 kg (12 lbs.) Depth: 162 mm (6.3 in.), not including input tray and output tray Width: 330 mm (13 in.) Height: 246 mm (9.7 in.), not including input tray

Schedule of Delivery

The delivery of the equipment shall be 30 calendar days from receipt of the Notice to Proceed.

REMUNERATION AND TERMS OF PAYMENT

The supplier shall be paid in full upon issuance by PMS of the corresponding Certificate of Acceptance.

II. GENERAL CONDITIONS

1. All quotations must be typewritten in the company's letterhead.
2. PhilGEPS Registration Certificate, Mayor's or Business Permit, Income or Business Tax Return and Omnibus Sworn Statement shall be attached upon submission of the Quotation.
3. All quotations shall be considered as fixed prices and not subject to price escalation during the contract implementation.
4. Payment shall be prepared through Advice to Debit Account upon receipt of the supplier's Statement of Account, subject to deduction of applicable taxes.



For further inquiries, please coordinate with Atty. Julius P. Alegrado at telephone number 734-2098. The Quotation may be submitted through e-mail at pmsbacsec@gmail.com or delivered to the address below:

Bids and Awards Committee Secretariat
9th Floor, AAP Tower, 683 Aurora Blvd.
Barangay Mariana Quezon City.

The PMS reserves the right to reject any or all Quotations/Bids, to waive any minor defects therein, to annul the bidding process, to reject all Quotations/Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder(s), and to accept only the offer that is most advantageous to the Government.

The PMS assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of their Quotation/Bid.


Atty. JOSE WILFRIDO S. OCA, CESO II
Assistant Secretary and Chairman,
PMS-Bids and Awards Committee 