



**3RD. NOTICE
REQUEST FOR QUOTATION**

The Housing and Urban Development Coordinating Council located at the 9th Floor, BDO Plaza, 7837, Paseo De Roxas, Makati City (HUDCC) would like to request for quotation for the rental of photocopying machine.

- Project : Rental of two (2) units photocopying machines
- Location : 9th and 15th Floors, BDO Plaza, 8737 Paseo de Roxas, Makati
- Approved Budget : Php115,200.00 inclusive of government taxes
- Contract Duration : Twelve months
- Minimum requirements: The two (2) units photocopying machines shall have a combined volume of 20,000 copies @Php0.48 per copy or equivalent to Php9,600.00 inclusive of government taxes
- : In excess of 20,000 copies, rate will be Php0.40 per copy, inclusive of government taxes;
- Specifications : Digital/Photocopier/Printer/Scanner/Fax
- : Networkable
- : Automatic Document Feeder (ADF)
- : Duplexing Printer
- : E sort, capable
- : 45 copies per minute
- : Toner and drum cartridge type
- : Built in circuit breaker/220 Volts

Deadline for submission of quotation will be on or before 08 March 2017, addressed to the undersigned.

For more details, please contact Mr. Edison Punzalan or Celia Miraflor of the Administrative and Finance (AFG) at telephone numbers 811-4467 or 811-4112.

Please submit the following documentary requirements:

- a. Latest Tax Clearance Certificate;
- b. Latest Income Tax Returns;
- c. Certificate of Registration from PhilGeps;
- d. Mayor's Permit; and
- e. SEC or DTI Registration

The HUDCC assumes no responsibility whatsoever to compensate or indemnify supplier/s for any expenses incurred in the preparation and submission of proposals.

The HUDCC reserves the right to reject any or all proposals found to be disadvantageous to the government.


EMMANUEL L. CORREA
Chief Administrative Officer
HUDCC-AFG-063
03/29/2016
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