



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

NOTICE OF AWARD

July 23, 2024

The Manager
MICROIMAGING SALES AND SERVICES INC
Tacloban City

Dear **Sir/Madam:**

This is to notify you that your Bid for the **PROCUREMENT OF DOCUMENT SCANNER** for the contract Price of **One Hundred Seventy-One Thousand Four Hundred Pesos (P171,400.00)** Only is hereby accepted.


Please refer to the attached signed quotation for the details of the specifications. May we remind likewise that processing of payment is subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the Request for Quotation.

For information and guidance.

Very truly yours,


IMELDA C. LACERAS, CESO III
Regional Director

Conforme:


ROSE ANN J. TANGPAN
(Signature over Printed Name)
Manager / Authorized Representative
MICROIMAGING SALES AND SERVICES INC
Date of Receipt: 07-27-24

PURCHASE ORDER

Department of Budget and Management
Regional Office VIII
 Villa Ruiz, Bgy 77, Marasbaras, Tacloban City
 Tel. No. (053) 888-0548, & 832-1628

Supplier : MICROIMAGING SALES AND SERVICES INC		P.O. No. : 2024-07-026			
Address : Tacloban City		Date : July 23, 2024			
TIN :		Mode of Procurement : Negotiated - SVP			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : DBM RO VIII, Marasbaras, Tacloban City		Delivery Term :			
Date of Delivery : See note below.		Payment Term : LDDAP-ADA			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		Procurement of Document Scanner	2	85,700.00	₱171,400.00
		<p>Specifications: Recommended Daily Volume: Up to 10,000 pages per day</p> <p>Throughput Speeds*: Black-and-white/grayscale/color: up to 70 ppm / 140 ipm at 200 and 300 dpi</p> <p>Scanning Technology: Dual CIS (CMOS); Grayscale output bit depth is 256 levels (8-bit); color output bit depth is 24 bits (8 x 3)</p> <p>Operator Control Panel: 1.5-inch 7 segment LED Optical Resolution: 600 dpi Illumination: Single RGB LEDs</p> <p>Output Resolution: 75 / 100 / 150 / 200 / 240 / 250 / 260 / 300 / 400 / 500 / 600 / 1200 dpi</p> <p>Max./Min. Document Size**: 216 mm x 356 mm (8.5 x 14 in.) / 52 mm x 52 mm (2.08 in. x 2.05 in.) Long document mode: 216 mm x 3,000 mm (8.5 in. x 118 in.) Paper Thickness & Weight: 27-200 g/m² (7.2 - 110 lb.) paper; ID card thickness: up to 1.4mm (0.05 in.) Feeder: Up to 80 sheets of 80 g/m² (20 lb.) paper</p> <p>Paper Feeding Detection: Multifeed with ultrasonic technology, Intelligent Document Protection</p> <p>Connectivity: USB 2.0 High Speed (cable included) - USB 3.0 compatible</p> <p>Software Support: Standard Software and Drivers;</p> <p>Imaging Features: Barcode reading; Perfect Page Scanning; iThresholding; adaptive threshold processing; deskew; autocrop; relative cropping; fixed crop; add/ remove border; electronic color dropout; dual stream scanning; enhanced color management; enhanced color adjustment; brightness and contrast adjustment; automatic orientation; automatic color detection; background color smoothing; intelligent image edge fill; image merge; content-based blank page detection; streak filtering; round/rectangular hole fill; sharpness filter; auto brightness; auto white balance; all-color dropout; multi-color dropout; long document scanning (up to 3000 mm/118 in.)</p>			
		<p>File Format Outputs: Single and multi-page TIFF, JPEG, RTF, BMP, PDF, searchable PDF, TXT, PNG, CSV, Word and Excel LINUX (TWAIN and SANE) drivers (through web download) KOFAX certified</p> <p>Electrical Requirements: 100-240 V (International); 50-60 Hz</p> <p>Power Consumption: Off: < 0.5 watts; Sleep mode: < 3.0 watts; Running: < 36 watts</p> <p>Environmental Factors: EPEAT Registered ENERGY STAR Qualified Operating Temperature: 10-35° C (50-95° F) Operating Humidity: 15% to 80% RH</p> <p>Recommended PC Configuration: Minimum PC configuration with Smart Touch: Intel Core i3 processor or faster, at least 4 GB RAM (Microsoft Windows) Minimum Terminal PC / Citrix Receiver configuration for scanning only: Any 1 GHz processor or faster, at least 2 GB RAM</p> <p>Consumables Available: Feed Roller Kit, roller cleaning pads, STATICIDE Wipes, transport cleaning sheets, Brilliance Detailer Wipes</p>			

Dimensions: Width: 312 mm (12.3 in.) Height: 182.5 mm (7.2 in.), not including input tray. Weight: 3.3 kg (7.2 lbs.) Depth: 204 mm (8.0 in.), not including input tray and output tray; Depth with Input Tray: 269 mm (10.6 in.); Height with Input Tray: 231.6 mm (9.1 in.);

Warranty Service Coverage:

- 1 Year warranty coverage for parts and labor.
- On-site Service Coverage
- On-site service support, as needed
- Response Commitment is within 4 business hours from incident report
- Service Work Schedule is Monday to Friday, 9am to 5pm, excluding holidays
- Two (2) Times pre-scheduled (within the 1 year warranty coverage), on-site Preventive Maintenance Service during the warranty period.
- Installation assistance as well as basic operation user training, as necessary.
- On-Site emergency calls during business hours
- Parts, and incidental costs related to it, will be shouldered by service provider provided that the damage or error on equipment is not a result of user damage or misuse. External Parts (exposed parts) which are subject to wear and tear, such as feed tray, output tray, buttons, etc., are not included in this warranty coverage, but will be subject to "best effort service repair" if needed. Scratched glass or camera damaged by scratches caused by debris from scanned documents are not included in this warranty service coverage. This will be subject to "best effort service repair" upon request from customer.
- Other Accessories, External Parts (Input and Output Tray, buttons), and Consumable items (Feed Module, Separation Module, Separation Pads, Transport rollers, Shaft rollers) are not included in this agreement. This can be purchased separately — these are subject to Customer's use and "wear and tear".

Terms and Conditions:

- Unit shall be brand new
- Price is already VAT (12%) and Delivery Charge inclusive.
- Delivery Period: Seven (7) working days upon receipt of Purchase Order (PO) and Notice of Award (NOA).
- Payment Terms: Three (3) Working days upon receipt of Delivery and Charge Invoice.
- Conduct Installation Assistance and Basic Operation User Training through on-site or online platform within two (2) working days upon delivery and acceptance.
- Availability of focal/contact person for inquiries and assistance, as needed
- On-site service support, as needed

TOTAL

₱171,400.00

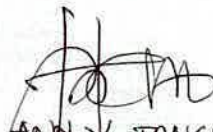
In Case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

We reserve the right to return the above items in case of defects and if found not in accordance with the agreed specifications.

Very Truly yours,

IMELDA G. LACERAS, CESO III
Regional Director

Conforme:


ROSE ANN V. TANEROS
(Signature over printed name)
07-27-24
Date

Fund Cluster : _____
Funds Available : _____

MA. JOANNE C. LANTAJO
Accountant

ORS/BURS No. : _____
Date of the ORS/BURS: _____

Amount : _____

