

**BUREAU OF BROADCAST SERVICES**  
**4<sup>TH</sup> Floor, Media Center Building,**  
**Visayas Avenue, Quezon City**

**CANVASS FORM**

Date: \_\_\_\_\_  
JO Number: 2022-12-0106

Gentlemen: Please quote your government price/s for the article/s listed hereunder:

Item No.	Qty	Unit	Articles	Approved ABC	Amount
1	1	Lot	<p><b>Lease of Eight (8) units Multifunctional Photocopying Machine (Digital Copier, Network Printer/Scanner)</b></p> <p><b>Period:</b> &gt;January 1 to December 31, 2023</p> <p><b>Other Requirments:</b> &gt;No guaranteed monthly usage (billing shall be based on actual consumption) &gt;scanner yields entails no cost and will not be billed &gt;No security deposit</p> <p><b>Technical Specifications:</b> <b>General</b> &gt;Copy speed: minimum 35 copies per minute &gt;Control Panel Display: Minimum 8" Wide Color LCD &gt;Touch Screen for wider viewing &gt;Paper size: Minimum A4, Maximum A3 &gt;Paper capacity: Min. 1200 sheets (2x550-Sheet Tray, 100-Sheet Bypass) &gt;Automatic Document Feeder &gt;Document Feeder: Min. 100 sheets reversing</p> <p><b>Copier:</b> &gt;Original Size: Max A3 (11" x 17) &gt;First Copy Time: 3.7 Seconds &gt;Continuous Copy: 999 copies &gt;Copy Resolution: 2400x600 dpi &gt;Zoom Range: 25% to 400%</p> <p><b>Document Filing:</b> &gt;Main and Customize folders: 20,000 pages or 3,000 files &gt;Stored jobs: Copy, print, scan &gt;Confidential storage: Password protection</p> <p><b>Network Printer:</b> &gt;Resolution: 1200x600 dpi &gt;Connectivity: Ethernet, USB 2.0, WiFi, Bluetooth</p> <p><b>Warranty and after sales support:</b> &gt;Free consumables such as toners, developers, and drums, except paper and staples &gt;Free spare parts replacement &gt;Service maintenance &gt;Unlimited training x-x Please email this form to: bbs_propertyprocurement@yahoo.com or fax to (02)8920-4353</p>	P345,600.00	

Please submit your quotation \_\_\_\_\_ days after receipt of this form.

Very truly yours,

**JUDITH A. TRABALLO**  
\_\_\_\_\_  
Canvasser

**EMMANUEL CEDRIC M. ONTONG**  
\_\_\_\_\_  
Acting Chief, Procurement Service

The above price/s and /or quotation/s for the article/s you wish to purchase/repair is/are available within \_\_\_\_\_ days from the date of quotation.

**AUTHORIZED SIGNATURE**

Date quoted: \_\_\_\_\_  
Price Valid For: \_\_\_\_\_  
Terms: \_\_\_\_\_