

Republic of the Philippines  
Province of Cebu  
**MUNICIPALITY OF BALAMBAN**  
Balamban, Cebu  
Telefax: (032) 316 – 4960  
**OFFICE OF THE BIDS and AWARDS COMMITTEE**

**INVITATION TO BID FOR  
OFFICE EQUIPMENT (Copier) Budget Office**

1. The Municipality of Balamban, through the Budget Office- Office Equipment Outlay intends to apply the sum of NINETY THOUSAND PESOS ONLY (₱ 90,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract stated below. Bids received in excess of the ABC shall be automatically rejected at bid opening.

NAME OF CONTRACT	ABC
<i>OFFICE EQUIPMENT (Copier) Budget Office</i>	<i>₱ 90,000.00</i>

2. The Municipality of Balamban, now invites bids for OFFICE EQUIPMENT (Copier). Delivery of Goods is required 30 days after the issuance of the Notice of Award. Bidders should have completed, within 15 calendar days from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instruction to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

Bidding is restricted to Filipino citizen/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) citizens or organizations of a country the laws or regulations of which grant similar right or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.

4. Interested bidders may obtain further information from the Municipality of Balamban and inspect the Bidding Documents at the address given below during 8:00 AM- 12:00 AM and 1:00 PM- 5:00 PM, Monday to Friday only.
5. A complete set of Bidding Documents may be purchased by interested Bidders on August 3-10, 2018 from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of ONE HUNDRED PESOS ONLY (₱ 100.00).
6. Bids must be delivered to the address below on or before August 14, 2018. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be on August 14, 2018 at 1:00 PM at Office of the BAC, Market Operations Bldg., Balamban, Cebu. Bids will be opened in the presence of the Bidders’ representatives who choose to attend at the address below. Late bids shall not acceptable.

7. The Municipality of Balamban reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

**EDGARDO S. CABAUG**  
Chairman, BAC  
BAC Office, Market Operations Bldg.,  
Balamban, Cebu  
(032) 316- 4960

**EDGARDO S. CABAUG**  
BAC Chairman

**OFFICE EQUIPMENT (Copier) Budget Office**

<b>1</b>	<b>unit</b>	<b>Multi-Functional Coper 206 With Fax Machine</b>
	Type of machine construction	Monochrome copier with Fax Machine Desktop System (scanner integrated)
	Print system Scanning Formats	A-4: max 20 ppm (black & white) A-3: max 8 ppm (black & white)
	Gradation size originals	256 Max A3
	Paper inputs capacity	Standard:350 sheets
	Bypass warm-up time	100 sheet universal A5-A3, (64-157
	First Copy time out	g/ m”2) 29 sec. or less 65 sec. or less
	Paper format Scan Modes	Max 297x432mm Twain & WIA scan
	Printable area Scan Resolution	Max 297x432mm c(A3) min A5600X600dpi
	Zoom Resolution	25-400% in 0.1 % steps 600x600 dpi
	Dimensions (wxhxd) copy pre-selected	Dimension (wxhxd)607x570x458mm w/o option) 1-999
	Weight Print functions copier Fuctions	Approx. 23.6 kg (w-o options) watermark, n-up 2 n1,4 n,density adjustment, sort/ group ID card copy, book copy
	Power	220-240 V, 50/60hz
	Power Specifications	Controller CPU/ 120 Mhz standard
	Interface Emulation	USB 2.0 GDI
	Drive	Windows XP/ XP64, Vista/Vista64, Windows 7 32/64, Windows Server 2003,2008,2008 R2
	Scan Speed (mono/colour)	Up to 36 opm(dpi via ADF)
	Automatic Document Feeder	Reverse Type, up to 70 originals 935-128 GMS SIMPLEX/ 50+128 Duplex
	Operating Systems	Windows 7(32/64 Windows 10 (32/64)
	Multi Bypass Tray	100 sheets (A5-A3) 64/157 gms

