



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS



OFFICE OF CONSULAR AFFAIRS  
REQUEST FOR QUOTATION OF PRICES

Date: 30 MAY 2025

Sir/Madam:

Please submit your formally detailed lowest price quotation form/letter for the following items individually described below, subject to the following conditions:

1. Formal Quotations submitted to this office will be considered final offer. In the event that the price is acceptable, a properly accomplished and approved PURCHASE ORDER or JOB ORDER will be served to the supplier/contractor. The delivery date will be indicated in the Purchase/Job Order;
2. The Department hereby reserves the right to reject any/all offers; and accept any/all offers it may consider most economical and advantageous to the Government;
3. Goods/Services supplied and delivered shall be subject to the usual inspection by the Department's Internal Auditor or duly authorized representative;
4. Payment will only be affected by strict compliance with the usual prescribed accounting and auditing requirements; and
5. Deadline for Submission of Quotation: 02 JUNE 2025 at 12:00nn.

QTY	UNIT	PARTICULARS	AMOUNT
2	Lot	<b>Color Laser Printer with Wireless &amp; Duplex Printing with INK/TONER Cartridge</b>  Print Speed: Up to 27 ppm (color/mono) Resolution: Up to 600 x 2400 dpi Duplex Printing: Automatic Paper Capacity: 250-sheet input, 150-sheet output Media Types: Plain, bond, envelopes, labels, recycled, thick/thin paper Max Paper Size: A4 Connectivity: Wi-Fi, Ethernet, USB, AirPrint, Mopria Display: 2.7" color touchscreen Memory: 256 MB Dimensions: 399 x 399 x 274 mm Weight: ~11.4 kg Special Features: Advanced security, quiet operation	
4	Unit	<b>NAS (Network Attached Storage) Hard Drive - Pro</b>  Capacities: 4TB Interface: SATA 6 Gb/s ensures compatibility with a wide range of NAS systems. Form Factor: 3.5-inch, standard for desktop and enterprise NAS enclosures. Rotational Speed: Operates at 7200 RPM, delivering swift data access and transfer rates. Cache Memory: Equipped with up to 512MB cache for enhanced performance.	

4	Unit	<b>NAS (Network Attached Storage) Hard Drive - Pro</b>  Capacities: 12TB Interface: SATA 6 Gb/s ensures compatibility with a wide range of NAS systems. Form Factor: 3.5-inch, standard for desktop and enterprise NAS enclosures. Rotational Speed: Operates at 7200 RPM, delivering swift data access and transfer rates. Cache Memory: Equipped with up to 512MB cache for enhanced performance.	
1	Unit	<b>Disk Station NAS Storage</b>  4 Drive Bays 3.5" SATA HDD or 2.5" SATA SSD 2 RJ-45 GbE Lan Port (up to 1,500 bytes) 2 USB 3.2 Gen 1 Port 2x80mm Fans	
		<b>APPROVED BUDGET FOR THE CONTRACT (ABC)</b>	<b>297,550.00</b>

**Please provide your best offer, fill-out the details below, and submit this form along with your quotation and government requirements.**

Company Name / Supplier : \_\_\_\_\_

Address and Contact Number : \_\_\_\_\_

Contact Person : \_\_\_\_\_



**AVA ELSA B. ARCILLA**

Administrative Officer, OCA

