



**EMBASSY OF THE REPUBLIC OF THE PHILIPPINES**  
**EMBAJADA DE LA REPUBLICA DE FILIPINAS**  
**MADRID, SPAIN**



**REQUEST FOR QUOTATION**

The Philippine Embassy in Madrid, Spain requests quotation for the rent of eighteen (16) printers and one (1) heavy duty photocopying machine.

The proposed contract duration is for twelve (12) months only starting 01 May 2026 until 30 April 2027.

The said procurement project is in accordance with the Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act of the Philippines, and GPPB Resolution No. 28-2017 or the Guidelines on Projects to be Procured and Performed Overseas.

Please see the attached Technical Specifications and Requirements.

Interested companies may submit their quotations on or before 18 March 2026, 5:00PM.

For more information, please contact the BAC Secretariat, Philippine Embassy, C/ Eresma 2, 28002, Madrid at telephone no. 917 450823, e-mail address: jefferson.ferrer@dfa.gov.ph.

Madrid, 03 March 2026

  
**ERIC P. VALENZUELA**  
Chairperson, Bids and Awards Committee

## Technical Specifications and Requirements for the Rental of Printers

1. 16 Printers (colored printer/fax/with auto-feeder scanner)
  - Individual use
  - Scanning function
  - Color and black printing
  - One (1) year of support service and maintenance
  - Cartridge supply for one (1) year depending on the consumption
  - Included free page prints:
    - Includes black and white copies: up to 4917 pages
    - Includes color copies: up to 1510 pages
  - Must be compact in size
  - Provide a printer installer for each computer.
  - Provide cables for the 16 small printers.
  
2. 1 Colored Photocopying Machine with auto-feeder scanner.
  - Business type, heavy-duty
  - High-resolution color/black printing
  - Photocopying
  - With LAN connection
  - One (1) year of support service and maintenance
  - Cartridge supply for one (1) year depending on the consumption