



## REQUEST FOR QUOTATION

**Name of Project** : Supply and Delivery of Shredding Machines  
**Approved Budget for the Contract** : Php 695,000.00  
**Deadline for Submission** : June 23, 2020

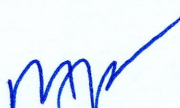
Please quote your best quotation in line with the attached specifications. Suppliers are required to submit their valid current Mayor's/Business Permit, Philgeps Registration Number, Income Business Tax Return and Omnibus Sworn Statement with attached Secretary's Certificate.

All quotations shall be duly signed and submitted in person to Administrative Services Department, PPA Corporate Building, Bonifacio Drive, South Harbor, Port Area, Manila. Quotations/documents sent to any other department/s or through email address will not be considered.

For further information, please refer to:

BAC Secretariat, Philippine Ports Authority  
5<sup>th</sup> Floor, PPA Building, Bonifacio Drive,  
South Harbor, Port Area, Manila  
Tel/Fax No. 5274735  
5278356 to 83 loc 539  
PPA website: [www.ppa.com.ph](http://www.ppa.com.ph)

Very truly yours,

  
**MARK JON S. PALOMAR**  
Chairperson, Bids and Awards Committee  
Procurement of Goods and Consultancy Services

SUPPLY AND DELIVERY OF SHREDDING MACHINES

TECHNICAL SPECIFICATIONS

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>
1	<p>Shredding Machine</p> <p>Shred Size/Cut Size: At least 3 x 28mm</p> <p>Sheet Capacity: At least 12 (A4); 8 (A3)</p> <p>Average Shred Speed: At least 3mpm</p> <p>Bin Size: At least 30L or more</p> <p>Throat Width: At least 310mm</p> <p>Can Shred: Papers, Staples, Paper Clips, Credit Cards, CDs/DVDs</p>	15	units