



سفارة جمهورية الفلبين - الكويت  
EMBASSY OF THE REPUBLIC OF THE PHILIPPINES  
KUWAIT



03 December 2024

Sir/ Madam,

The Embassy of the Republic of the Philippines in Kuwait intends to select a company for the lease of photocopier/printing services for CY year 2025 with the following technical requirements:

Lease of Photocopier - Colored
A3/A4 Color Multifunctional Machine
Speed of 40 cpm, Scan Speed up to 220 images per minute
Color Touch Panel
Direct (Print from / Scan to) USB
Smart Application, Mobile Device Ready
Automatic Reverse, Document Feeder
Built-in Electronic Sorting for Sets
Drums are designed to last for 600,000 copies, Developers
are designed to last for 600,000 copies
Monthly Average copy: 3,000
Contract up to Twelve (12) Months
January 2025 - December 2025
Lease of Photocopier - Black and White
A3/A4 Color Multifunctional Machine
Speed of 40 cpm, Scan Speed up to 220 images per minute
Latest and Fast Interface
Direct (Print from / Scan to) USB
Smart Application, Mobile Device Ready
Automatic Reverse, Document Feeder
Built-in Electronic Sorting for Sets
Drums are designed to last for 600,000 copies, Developers
are designed to last for 600,000 copies
Monthly Average copy: 5,000
Contract up to Twelve (12) Months
January 2025 - December 2025



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In this regard, we invite all interested suppliers to submit a signed quotation/ proposal and indicate your acceptance of the aforementioned terms of reference/ technical specifications for the procurement of above-mentioned items. Please submit your quotation on or before 05 December 2024.

The Embassy accepts open quotations for submission, and should you have further clarifications, please do not hesitate to coordinate with Mr. Omar Naseef A. Diron at +965 6500 2612 or email at kuwait.pe@dfa.gov.ph.

Thank you.

Very truly yours,

ALEX C. VALLESPIN  
Chairman, Bids and Awards Committee

RFQ-12-24-0026A