

**TERMS OF REFERENCE  
FOR THE PROCUREMENT OF 3-IN-1 LASER PRINTER  
FOR THE PHILIPPINE DEPOSIT INSURANCE CORPORATION**

<b>TECHNICAL SPECIFICATIONS</b>	<b>MINIMUM MANDATORY REQUIREMENT</b>
1. <b>Approved Budget</b>	<b>Php480,000.00 or Php24,000.00 per unit</b>
2. <b>No. of units</b>	<b>20 units</b>
3. <b>Print Type</b>	Print, Scan, Copy (flatbed)
4. <b>Print Technology</b>	Laser
5. <b>Printing Output:</b>	Monochrome
6. <b>Monthly duty cycle</b>	At least 10,000 pages
7. <b>Memory</b>	At least 64MB
8. <b>Processor</b>	At least 390 MHz
9. <b>Resolution</b>	At least
• Print	• 1800 x 600 dpi
• Scan/Copy	• 600 x 600 dpi
10. <b>Speed</b>	
• Print	• At least Up to 20 ppm A4
• Scan	• At least 21 ipm A4 for black and white, 7 ipm A4 for color
11. <b>Interface</b>	At least USB 2.0
12. <b>Paper Handling</b>	
• Input Capacity per tray	• A4; A5; A6; B5; B6; Letter; Legal; Custom
• Platen Glass	• Up to 216 x 297 mm
• Document Processor	• 35 sheet, 216 x 356 mm
• Paper Tray	• 2 independent paper tray
	○ manual feed tray: =<10 sheet
	○ universal tray: 250 sheet
• Output Capacity	• At least 150 sheet
13. <b>Weight</b>	At least <=10 kgs
14. <b>Operating System</b>	Latest Windows OS version; Windows 11/ 10/7/ Server 2003/Server 2008/MAC OS
15. <b>File Types</b>	JPG; PDF; BMP; TIFF
16. <b>Warranty</b>	at least 1 year warranty on all parts and labor on-site
17. <b>Delivery and Installation</b>	<ul style="list-style-type: none"> <li>• Within 45 calendar days upon receipt of Purchase Order (PO)</li> <li>• To be delivered at the PDIC Head Office</li> </ul>
18. <b>Payment Terms</b>	One-time payment shall be processed upon issuance by PDIC of the Certificate of Acceptance.