



REQUEST FOR QUOTATION FOR PORTABLE SCANNERS

RFQ Reference: DFC-IT-2024-018

Issue Date	October 7 2024	Quotations due	October 16 2024

The Development Finance Corporation kindly requests a detailed quotation for the supply and delivery of the Portable Document Scanners listed below.

Only equipment that meets these specifications will be considered.

Quantity	FIFTEEN	
Description	Portable Document Scanner	
	Detailed Specifications	
	EPSON WorkForce ES-50 Portable Document Scanner	
	• Scan Speed: 10 ppm	
	• Connectivity: USB 2.0	
	Auto Document Feeder: Single-sheet Feed	
	TWAIN Driver: yes	
	Create Searchable PDFs: yes	
	Peak Daily Duty Cycle: 300 pages	
	Windows/macOS support: yes	
	Power: USB Powered	

Please include the following in your quotation:

- 1. **Detailed Technical Specifications:** Provide specifications for the equipment, including brand, model, and any additional features.
- 2. **Pricing:** The price quotation should be an all-inclusive fixed price basis, showing unit prices and total cost for each item in Belize dollars, including any discounts or special offers
- 3. **Payment Terms:** Specify the payment terms required or offered for procuring the
- 4. **Quote Validity:** The price quotation must be valid for not less than sixty (60) days after the due date of the Cost Quotation.

Corporate Headquarters Cayo Branch

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Tel: 822-2350 / 2360 Fax: 822-3095

Belize City Branch PCI. Box H76 Eleanor Hall Building Beine City Beloe District

Tal: 223-3605 / 3175

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Tel: 422-3191 Fax: 422-3192

Dangriga Branch

Cor Ecomonical Dr & Teddy Cas Street. Stann Creek Dignict

Tel: 522-3041 / 3042 Tax: 522-3043

Orange Walk Branch San Pedro Sub Branch

No. 47 Program Street Orange Walk Town Orange Walk District

Tel: 322-2153 / 3570 Tel: 226-2144 Fax: 322-1013

2 Cocorut Drivis San Fedro Town Ambergris Caye

Tax: 226-2316





5. **Delivery Timeline:** Specify the expected delivery time for the equipment.

Compliance Statement:

Vendors must confirm that their products meet the specified requirements. Quotations for equipment that do not meet the defined specifications will not be considered.

Evaluation Criteria:

Quotations will be evaluated based on the following criteria:

- Comparison with specifications
- Price
- Warranty and support services
- Delivery time

Submission

Please email quotations to bids@dfcbelize.org.

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