

**REQUEST FOR QUOTATION**

\_\_\_\_\_  
 Company Name

\_\_\_\_\_  
 Address

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_

  
**NANCY R. CORRUZ**  
 Chairperson, Bids and Awards Committee

- NOTES: 1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY.  
 2. DELIVERY PERIOD IS WITHIN 15 CALENDAR DAYS.  
 3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS/ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.  
 4. PRICE VALIDITY SHALL BE VALID FOR A PERIOD OF 30 CALENDAR DAYS.  
 5. PHIL-GEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.  
 6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.

**Title of Procurement:**  
Supply and Delivery of 20 pcs Webcam for Desktop

**Purpose:**  
For Official use of CMD

**Approved Budget for the Contract (ABC):**  
P 100,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	<p><b>1080P Full HD Webcam for Desktop, Autofocus Video Chat USB Web Camera w/ Mic and Clip for Android Windows and MacOS</b></p> <p><b>Dimension:</b>                      Without Clip (H x W x D): 29mm x 95mm x 24mm                      Including Clip (H x W x D): 44mm x 95mm x 71mm                      Weight Including Clip and Cable: 162g                      Cable Length: 1.5m</p> <p><b>System Requirements:</b>                      Compatible with Windows 10 or 8 and 7 and MacOS                      Chrome OS, Android, USB port, Internet connection</p> <p><b>Performance Requirements:</b>                      Works with OBS (Open Broadcasting Software) - XSplit Broadcaster and Zoom</p> <p><b>Technical Specifications:</b>                      Max Resolution: 1080p/30fps - 720p/60fps                      Focus Type: Autofocus                      Lens Technology: Full HD Glass                      Built-in Mic: Stereo                      FoV: 78°                      FREE with: Little Mini Tripod &amp; 3 month XSplit Broadcaster</p> <p style="text-align: center;"><i>* Kindly address all proposals to the                      Chairperson, Bids and Awards Committee</i></p> <p>Additional Requests from Procuring Entity:  <input type="checkbox"/> Please provide sample upon request of end-user  <input type="checkbox"/> Please see full specifications/attached sample design for reference.  <input checked="" type="checkbox"/> Other conditions to this request, please state:  <u>    Please state Offered Brand</u></p> <p>Contract shall be awarded to the bidder per:  <input type="checkbox"/> Item basis  <input checked="" type="checkbox"/> Lot basis</p> <p>Bidders must submit the following requirements:*</p> <ol style="list-style-type: none"> <li>DTI/SEC Registration Certificate</li> <li>Mayor's Permit</li> <li>PHILGEPS Certificate of Registration</li> <li>BIR Certificate of Registration</li> </ol> <p><small>Important Note:                      For goods, conformance of the winning bidder must be done within seven (7) calendar days upon serving of the PO.                      For services, conformance of the winning bidder must be done within fourteen (14) calendar days upon serving of the PO.</small></p> <p>*Non-submission of these requirements may be grounds for disqualification from the bidding process.</p>	20 pcs	P _____	P _____

Brand : \_\_\_\_\_  
 Delivery Period : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_

After having carefully read and accepted your Request for Quotation, I/We quote you on the item at prices noted above.

\_\_\_\_\_  
 Printed Name/Signature      Tel. No./Cellphone No.      Email Address      Date