

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 _____.

ANSON M. TADTAG
Chairperson, Bids and Awards Committee

- NOTES: 1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY.
2. DELIVERY PERIOD IS WITHIN **30** 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 ICT Equipment (Desktop, Laptop & Document Scanner)

Purpose:

For official use of the BMB

Approved Budget for the Contract (ABC):

P1,590,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	Desktop <i>Form Factor: Micro Form Factor/Mini/Tiny/All-in One</i> <i>Operating System: Windows 11 Pro (64-bit)</i> <i>Processor: At least 13th Gen Intel Core i7 (18MB Cache, 2.2 GHz) or its equivalent)</i> <i>Memory: At least 16GB DDR4 SoDIMM or its equivalent</i> <i>Storage: At least 1TB PCIe 4.0 NVMe SSD</i> <i>Monitor: At least 21" LED (VESA?Mount Supported)</i> <i>Graphics: Intel HD Graphics</i> <i>Audio: Audio Speaker (via built-in or external unit)</i> <i>Network: 10/100/1000 Ethernet</i> <i>Wireless: 802.11 ax Bluetooth 5.1</i> <i>Ports/Connections: At least 6x USB, 1x HDMI, 1 Headphone/Mic combo 1 RJ-45</i> <i>Warranty: Three (3) Years</i> <i>Other/Accessories: Full-sized USB Keyboard (Same Brand), USB Optical Mouse (Same Brand),</i> <i>Web Camera (1080p)</i> <i>Environmental Compliance: Energy Star 7.0 EPEAT Silver rating</i> <i>UPS: At least 600VA with One (1) Year Warranty</i>	10 units	P _____	P _____
2	Laptop <i>Operating System: Windows 11 Pro (64-bit)</i> <i>Processor: At least 13th Gen Intel Core i7 (18MB Cache, up to 5.0GHz)</i> <i>Memory: At least 16GB DDR5 or higher</i> <i>Storage: At least 1TB Pcle 4.0 NVMe SSD</i> <i>Display: Maximum of 14" FHD (1920x1080)</i> <i>Graphics: Intel HD Graphics</i> <i>Camera: Integrated HD with privacy shutter</i> <i>Audio: Audio Speaker (via-built-in or external unit), High Definition Audio Ready</i> <i>Wireless: 802.11 ax Bluetooth 5.1</i> <i>Keyboard: Backlift keyboard</i> <i>Ports: At least 1x Type C (USB/DP/Thunderbolt) with PD charging, at least 2x USB Type A,</i> <i>1 HDMI 1 Headphone/Mic combo, 1 RJ-45 Optional with adapter/hub/dock (same brand)</i> <i>Warranty: At least Three (3) Years for the unit</i> <i>Others/Accessories: Adapter, Optical Mouse, Carrying case, Power Cord</i> <i>Environmental Compliance: Energy Star or EPEAT,</i> <i>Other Standard: Military-Grade Standard</i>	6 units	P _____	P _____
3	Document Scanner <i>Processing Power: with embedded Dual Core processor with at least 1.5 Ghz or higher</i> <i>Speed: minimum of 70ppm/140ipm</i> <i>Daily Duty Cycle: 10,000 pages minimum</i> <i>Feeder Capacity: up to 80 sheets of 80g/m2 paper</i> <i>Duplex: at least (Front and Back)</i>	4 units	P _____	P _____

<p>Maximum Document Size: Length:up to 116 inches</p> <p>Maximum Resolution Size: 600dpi</p> <p>Connectivity: USB 3.2 and USB 2.0 compatible</p> <p>Bundled Software: Drag and drop OCR (Optical Character Trecognition), Barcode Recognition, Wartermark (logo and Ten up to 40 Characters)</p> <p>Environmental Certificate: Energy Star Qualified and EPEAT Gold</p> <p>Operating System Compatibility: AT least Windows Supported</p> <p>Other Inclusions: 1 extra roller each unit</p> <p>Warranty: Three (3) Years Service Parts</p> <p>Additional Requests from Procuring Entity:</p> <p><input type="checkbox"/> Please provide sample upon request of end-user</p> <p><input type="checkbox"/> Please see full specifications/attached sample design for reference.</p> <p><input checked="" type="checkbox"/> Other conditions to this request, please state:</p> <p>For more info, please contact the end-user at 0953-760-1979/8924-6031 loc. 201</p> <p>Kindly address all proposals to the Chairperson, Bids and Awards Committee</p> <p>Contract shall be awarded to the bidder per:</p> <p><input type="checkbox"/> Item basis</p> <p><input checked="" type="checkbox"/> Lot basis</p> <p>Bidders must submit the following requirements upon submission of proposal. Non-submission of these requirements shall be grounds for disqualification from the bidding process:</p> <ol style="list-style-type: none">1. DTI/SEC Registration Certificate2. Valid and Current Mayor's Permit3. PHILGEPS Certificate of Registration4. BIR Certificate of Registration5. Sign Omnibus Sworn Statement6. Income Tax Return (ITR) <p>Important Note:</p> <p>-For goods, conforme of the winning bidder must be done within seven (7) calendar days upon serving of the PO.</p> <p>-For services,conforme of the winning bidder must be done within fourteen (14) calendar days upon serving of the JO.</p> <p>-Notarization of the OSS should be complied with after the award of the contract but before payment pursuant to Item 6.3 of GPPB 09-2020</p>			<p>Grand Total: P_____</p>
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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
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