



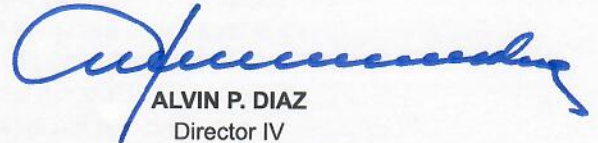
REQUEST FOR QUOTATION

RFQ No.: **2024-05-0070**

Date : May 27, 2024

Gentlemen :

Please quote your lowest price on the item listed below, subject to the General Conditions at the back hereof and submit your quotation duly signed by your representative in sealed envelope direct to the Bids and Awards Committee (BAC) Chairperson or through the authorized canvasser of this Department not later than _____ the time and date of the opening of the sealed quotation.



ALVIN P. DIAZ
 Director IV
 Central Administration Office

QUANTITY	UNIT	ARTICLE / MERCHANDISE / SPECIFICATION	UNIT PRICE	TOTAL
6	unit	PROCUREMENT OF DESKTOP COMPUTERS <i>SEE ATTACHED TECHNICAL SPECIFICATIONS</i>	₱130,000.00	₱780,000.00
		NOTE: Please include the following required documents upon submission of your proposal for evaluation purposes: 1. Mayor's/Business Permit 2. PhilGEPS Registration Number 3. Latest Income/Business Tax Return Additional required document to be submitted by the winning bidder upon issuance of the Purchase Order: 4. Duly notarized Omnibus Sworn Statement		
TOTAL AMOUNT				₱780,000.00

After having carefully read and accepted the general conditions, I/we quote you on the item at prices noted above and bind ourselves to deliver the above articles/merchandise within 30 calendar days from receipt of your valid Purchase Order (PO). The quotation are good only up to 60 calendar days.

Canvassed by:

Supplier :

By :

Tel. No.:

TIN :



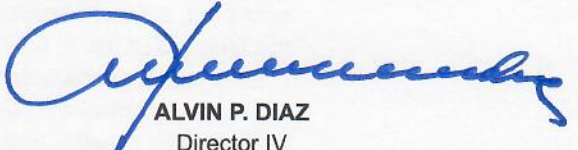
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By : _____
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TIN : _____

GENERAL CONDITIONS

1. The bidders are required to submit brochures, literatures, pictures and technical data pertaining to the brand and model of the equipment being offered.
2. The quotation will not be considered unless it is properly signed by the bidder's authorized representative.
3. All prizes quoted herein are valid and binding for a period of sixty (60) days.
4. Bidder shall be responsible for the source of his equipment.
5. Subject to the provisions of the preceding paragraph, where awardee has accepted a Purchase Order (PO) but fails to deliver the required products within the time called for in the same order, he must return the order accompanied by written explanations within the period of delivery of the merchandise. Thereafter, if the awardee has not completed delivery within the period, the subject PO shall be cancelled and the award shall be withdrawn from that supplier. The DOF shall then purchase the required item from such other sources as it may determine, with the price difference to be charged against the defaulting awardee.
6. The DOF reserves the right to reject any or all quotations, to waive any formality therein or to accept such quotations as may be considered most advantageous to the government.

TECHNICAL SPECIFICATIONS
PROCUREMENT OF DESKTOP COMPUTERS
RFQ No. 2024-05-0070 dated May 27, 2024

I. PROJECT SCOPE

The winning bidder must supply and deliver:

Item	Description	Qty.	Total ABC (VAT inclusive)
1	Procurement of Desktop Computers	6 units	₱780,000.00

II. TECHNICAL SPECIFICATIONS

Detailed Minimum Specifications of the Items to be Procured

- Form Factor: All in one
- Operating System: At least Windows 11 Pro
- Processor: At least 12th Gen Intel core i7 or equivalent
- RAM: At least 16GB
- Storage: At least 500GB SSD
- Connectivity: At least WiFi 6 (802.11 ax), Bluetooth 5.1, and Ethernet
- Display: At least 22" with touch screen monitor
- Miscellaneous: Wireless mouse and keyboard
- Camera: At least HD
- Warranty: 3 years (parts, labor, and on-site service)

III. SCHEDULE OF REQUIREMENTS

The delivery schedule stipulates hereafter the delivery date, which is the actual date of delivery to the project site:

No.	Description	Delivery Schedule
1	6 units Desktop Computers	30CD upon receipt of the PO

CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

Shall follow the DOF Confidentiality and Non-Disclosure Agreement

I hereby certify to comply and deliver all the above requirements.

Signature over Printed Name of the Representative

Company Name : _____

Date Signed : _____

Email/Phone No.: _____