

**TERMS AND CONDITIONS**

1. Bidders shall **provide correct and accurate** information required in this form in black ink only.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
7. The City General Services Department (CGSD) shall have the right to inspect and/or to test the goods and confirm their compliance to the technical specifications.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. After delivery and upon the submission of the required supporting documents, i.e. sales invoice and/or billing statement, by the contractor, the Quezon City Local Government shall make payment through check in favor of the contractor.
10. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSO shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
11. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

<b>QUOTATION</b>							
<b>Summary of Approved Budget</b>				<b>Total offered Quotation</b>			
<b>Item Description (Technical Specifications)</b>		<b>Qty</b>	<b>Unit of Measure (UOM)</b>	<i>(Inclusive of taxes and fees)</i>			
				<b>Unit Cost</b>	<b>ABC Amount</b>	<b>Vendor's Unit Price</b>	<b>Vendor's Amount</b>
1	<b>DESKTOP COMPUTER AND PRINTER SET</b> <b>DESKTOP COMPUTER</b> - Intel Core i7 - 4790/Branded 4Ghz 8M (4 Core) 4nd Gen Memory 8GB (PC3-1600) Disk: SSD 250 GB 6 GB/s SATA III, Hard Disk of 500 GB 1TB 2 TB DVD ROM; 1 Port gigabit network single power UPS APC Microsoft Office Home & Business with keyboard and mouse. <b>MULTI-FUNCTION PRINTER</b> XP 235, easy wireless printing & scanning. Compact; small lightweight design compatible Operating System OS X 10 6.8 Microsoft Vista (32/64 bit) Win 7 Win 8 Win XP Win XP X 64. One year Warranty	1	UNIT	164,956.00	164,956.00		
2	<b>DESKTOP COMPUTER</b> Intel Core i7 - 7700/Branded 3.4Ghz 16 GB DDR 4 Memory (2 x 8GB) 2TB HDD 7200 RPM PALitct x 1050 Ti 4 gb 128 BIT DDRS Built-In DVDRW Wifi Ready Ethernet LAN Windows 10 PRO 64 bit Front two USB 3.0 Microphone (Stereo 3.5 mm) Rear two USB 3.0 tour USB 2.0 serial (9pin) ethernet (RJ-45) VGA 2 Display port 1 PCIe 2.0 x 1.PCI2 2.0 x 16 23" HD LED NON TOUCH UPS APC Microsoft Office Home & Business with Keyboard and mouse. One year Warranty	1	UNIT	152,000.00	152,000.00		
3	<b>UPS 650 VA</b> 390 watts (output power capacity 239v) nominal output voltage	2	UNIT	7,850.00	15,700.00		
4	<b>PRINTER</b> Compact integrated tank design Print speeds up to 10.5 rpm for black and 5.0 rpm for colour, Wi-fi Direct Borderless printing up to A4 size Spill free ink refilling.	3	UNIT	25,000.00	75,000.00		
-----Nothing Follows-----				<b>TOTAL:</b>	<b>407,656.00</b>	<b>TOTAL:</b>	
<b>REMARKS</b>							

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Office Telephone No./Fax/Mobile No.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address