



Republic of the Philippines  
**QUEZON CITY GOVERNMENT**  
**BIDS AND AWARDS COMMITTEE**  
2nd Floor, Procurement Department,  
Finance Building, Quezon City Hall Compound



**REQUEST FOR QUOTATION**  
**SHOPPING**  
**(SECTION 52.1b)**

Date: February 2, 2021  
PR No: TF-20-12-02134

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_

Project Title : VARIOUS OFFICE EQUIPMENT

Approved Budget for  
the Contract : Php 943,030.00

End-User /  
Implementing Office : PROCUREMENT DEPARTMENT

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **February 5, 2020 10:00 a.m.** Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2021);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2019) (For ABC P500,000.00 above)
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** shall:

- 1 Contain the Project Name and PR Number of the contract to be bid in capital letters;
- 2 Bear the name and address of the Bidder in capital letters;
- 3 Be addressed to the Procuring Entity's BAC.

Project Title: **VARIOUS OFFICE EQUIPMENT**  
**Quezon City Local Government**  
**BIDS AND AWARDS COMMITTEE**  
**2/F Procurement Department, Finance Building**  
**Quezon City Hall Compound**

For any clarification you may contact us at 89884242 loc. 8505/8709.

  
**ATTY. DOMINIC B. GARCIA**  
Officer-In-Charge/Head, BAC Secretariat

TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form.
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 the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. 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. CGSD 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.
10. 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:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	<b>4-BayNETWORK ATTACHED SYSTEM</b> CPU: 64bit, 4core 1.4GHz; System Memory: 1GB DDR4 Performance: Over 112 MB/s encrypted reading and writing Max. Internal Raw Capacity: 64TB (16TB drive x 4) Max Single Volume Size: 108TB Compatible Drive Types: 3.5" SATA HDD, 2.5" SATA HDD, 2.5" SATA SSD External Ports: (1) Rj-45 1GbE LAN Port, (2) USB 3.0 Port Supported RAID Type: Basic, JBOD, RAID 0, RAID 1, RAID 5, RAID 6, RAID 10	Unit	1		
2	<b>INTERNAL SATA NAS HARD DRIVE - 8TB</b> Cache Memory Installed Size: 256mb Hard Disk Rotational Speed: 7,200 rpm Hard Disk Form Factor: 3.5inch Hard Drive Connectivity: SATA 6.0 Gb/s	Unit	4		
3	<b>PORTABLE DRIVE - 4TB</b> USB 3.0 Plug & Play, 2.5inch	Unit	20		
4	<b>CAMERA - 24.1 MEGAPIXELS</b> AF Modes One-Shot AF, AI Servo AF, AI Focus AF AF Point Selection Automatic selection, Manual selection AF System Points 9-point (Cross-type AF sensitive to f/5.6 with center AF point) Effective ISO 100 - 6400 (H:12800) Focal Length (35mm Equivalent) 28.8 - 88mm(3x) Image Resolution 6000 x 4000 (L) 3984 x 2656 (M) 2976 x 1984 (S1) 1920 x 1280 (S2) 720 x 480 (S3) 6000 x 4000 (RAW) Memory Card Type SD, SDHC*, SDXC*, *UHS-I cards compatible Shutter Speed Range (Sec.) 30 - 1/4000, Bulb Standard Power Supply Battery Pack LP-E10 Still Image Format JPEG, RAW, RAW + JPEG With 128GB Memory Card 170MB/S	Unit	1		
5	<b>PAPER SHREDDER - 9 GALLON PULL OUT BIN</b> 100% Jam Proof System eliminates paper jams and powers through tough jobs. Shreds 17 sheets per pass into 5/32" x 1-1/2" cross-cut particles (Security Level P-4). offers ultra-quiet shredder performance for shared workspaces. Maximum run time: 25 on / 40 off.	Unit	5		

6	<b>Back-UPS 1400VA, 230V, AVR</b> Output power capacity: 700Watts / 1.4 Kva Nominal Output Voltage: 230V Input voltage range for main operations: 150 - 280 V Number of Power Cords: 2 Type of Input Protection Required: 3-pole breaker Maximum Input Current: 6.0A Input Power Factor at Full Load: 0.5	Unit	11		
7	<b>Office Home &amp; Business 2019</b> -One-time purchase for 1 PC or Mac -Classic 2019 versions of Word, Excel, PowerPoint, and Outlook -Licensed for home and commercial use	Piece	11		
8	<b>PROJECTOR</b> Projection System: 3LCD Technology, RGB liquid crystal shutter LCD Panel: 0.55 inch with D7 White Light Output: 3,300 Lumen - 2,050 Lumen (economy) In accordance with ISO 21118:2012 Resolution: SVGA, 800 x 600, 4:3 Aspect Ratio: 4:3 Contrast Ratio: 15,000 : 1 Projection Ratio: 1.45 - 1.96:1 Zoom: Digital, Factor: 1.35 Lens: Optical Image Size: 30 inches - 350 inches Projection Distance Wide/Tele: 1.77 m - 2.4 m ( 60 inch screen) Projection Lens F Number:1.44Focal Distance: 16.7 mm	Unit	1		
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	<b>Total Quoted Amount</b>				

Amount in Words: \_\_\_\_\_

<b>Other Requirement/s:</b>
<ul style="list-style-type: none"><li>Statement of Warranty (minimum of one (1) year)</li></ul>

Delivery Period :           Thirty (30) Calendar Days  
Warranty                 :           \_\_\_\_\_

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

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

\_\_\_\_\_  
Date

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