



Republic of the Philippines
QUEZON CITY GOVERNMENT
BAC- Goods and Services
2nd Floor, Procurement Department,
Finance Building, Quezon City Hall Compound



REQUEST FOR QUOTATION
SHOPPING 52.1b

Date : **JUN 22 2021**
PR No. : **GF-21-01-00077**

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **Procurement of Desktop Computer and Others** ✓
Approved budget of
the Contract : **P 290,800.00** ✓
End-User /
Implementing Office : **Office of the City Mayor (GAD Council Office)** ✓

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 **JUN 25 2021 10:00am** 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 2020) (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 : Procurement Of Desktop Computer and Others ✓
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. 8506/8709.

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 initialed 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	Desktop Computer 21.5 inch (Diagonal) LED Backlist display with IPS Technology: 1920 by 1080 resolution Processor: Intel (R) Core™ i7-9700 CPU @ 3.00GHz 3.0 GHz or its equivalent benchmark processor, RAM: 8GB, Storage: 128 SSD, 1TB HDD, Graphics: 4 GB GDDR6 OS: Windows 10 Pro 64-bit Office Application: MS Office (word, excel, power point, publisher) Power Supply: 500 watts Peripherals: DVD/Card reader, Keyboard and mouse, (same brand of the unit) UPS w/ AVR	Piece	2		
2	Printer PrintingSpeed -10 pages/min Monochrome, 5 pages/min Colour, PrintingSpeed -15 pages/min Colour (plain paper 75 g/m2), 33 pages/min Monochrome (plain paper 75 g/m2), 69 Seconds per 10 x 15 cm photo (Epson Premium Glossy Photo Paper) Paper / Media Handling, Number of paper trays 1 Paper Formats -C6 (Envelope), B5 (17.6x25.7 cm), A6 (10.5x14.8 cm), A5 (14.8x21.0 cm), A4 (21.0x29.7 cm). Legal, User defined, 13 x 18 cm, 10 x 15 cm, Letter, No. 10 (Envelope), DL (Envelope), 16:9 Duplex - Manual, Output Tray Capacity - 30 Sheets, Multifunction: 100 Sheets Standard, 100 Sheets Maximum, 20 Photo Sheets, Media Handling: Borderless print (up to 10 x 15cm)	Piece	2		
3	DSLR Camera Image Sensor Type: 22.3mm x 14.9 mm CMOS Effective Pixels: Approx. 24.10 megapixels Total Pixels: Approx. 25.80 megapixels Aspect Ratio: 3:2 Low-Pass Filter: Built-in/Fixed Sensor Cleaning: EOS integrated cleaning system, Colour Filter Type: Primary Colour Image Processor	Piece	1		



	Type - DIGIC 8 Storage Type - SD, SDHC, SDXC (UHS Speed Class 1 compatible) LCD Monitor Type - V ari angle touchscreen 7.5 cm (3.0") 3:2 Clear View II TFT, approx. 1040 K sRGB dots Coverage - Approx. 100% Viewing Angle (horizontally/vertically) - Approx 170° Brightness Adjustment - Adjustable to one of seven levels				
4	DIGITAL VOICE RECORDER General Features Battery Type (Provided) - Built-in Lithium Battery Built-in-Memory - 4 GB Built-in Microphone Calendar Search LCD Backlight Maximum Files Per Folder -199 Maximum Files (Total) - 5,000 files (including number of folder) PC Connectivity P Playback Format - LPCM/MP3/AAC/WMA Recording Format - Linear PCM/MP3 USB Connection Charging	Piece	2		
	Total Quoted Amount				

Amount in Words:_____

OTHER REQUIREMENT:	
1. Statement of Warranty - minimum of one (1) year	

Delivery Period : Thirty (30) calendar days

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address

