



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 : MAY 07, 2024

PROJECT NO. : CPO-24-OE-0739

Name of Company :
Address :
Contact No. :
Project Title : **PROCUREMENT OF COMPUTER DESKTOP AND PRINTER**
Approved Budget of the Contract : **Php851,811.18**
End-User / Implementing Office : **CITY PROSECUTOR'S 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 **MAY 10, 2024, 10:00 AM** 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 (2024);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2023) (For ABCs above P500,000.00)
- 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** issued by **QC BAC- Goods and Services**.

NOTE: Submission of a Document Request List (DRL) is required prior to the issuance of the Long Brown Envelope.

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

4898

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	Computer Desktop (Tiny) Form Factor: Tiny Operating System: Windows 11 pro 64 Processor: 12th Generation Intel Core i5-12500T vPro Processor 2.00 GHz up to 4.40 GHz Memory: 16GB DDR4-3200 MHz (SODIMM) Storage: 512 GB SSD Graphics: Integrated Graphics Ports: Must have at least 6 USB ports; 1 USB-C port; Display port+BI4:R16; 1 HDMI port; 1 VGA port Vesa Mount Kit must be included Keyboard: USB keyboard Mouse: USB Mouse with MONITOR: Panel Size: 21.5 inches Vesa Mount Compatibility: Yes (100mm x 100mm) with UPS Main Input Voltage: 230V Main Output Voltage: 230V Rated power in W: 360W Rated power in VA: 650 VA Input Connection Type: NEMA 5-15P Output Connection Type: 4 NEMA 5-15R Battery type: Lead-acid battery Standards: EN/IEC 62040-1:2019/A11:2021 EN/IEC 62040-2:2006/AC:2006 EN/IEC 62040-2:2018 Battery Connector: Must not be inserted in the socket so that the unit is deactivated during transport and/or when not in use for long periods of time, instead the connector must be inserted into the socket to activate the device circuits, so to allow the ignition of the UPS.	Unit	9		
2	INKTANK PRINTER Nozzle Configuration: 180 x 1 nozzles Black, 59 x 1 nozzles per Color (Cyan, Magenta, Yellow) Bi-directional, Uni-directional printing Maximum Resolution: 720 x 720 dpi Up to 9.0 ipm / 4.8 ipm Up to 50 sheets of Plain Paper (75 g/m2) Paper Size: A4, Letter, Legal (8.5 inches x 14 inches)	Unit	22		

	Maximum Paper Size: 8.5 inches x 44 inches Print Margin: 3mm top, left, right, bottom via custom settings in printer driver USB 2.0				
TOTAL:					

Amount in Words: _____

Delivery Period : Thirty (30) Calendar Days
Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address

OTHER REQUIREMENTS:
1. Statement of Warranty - Minimum of One (1) year.

Signature