

# **REQUEST FOR QUOTATION**

### **INSTRUCTIONS:**

- 1. Bidder shall read the instructions and fill all the blanks properly.
- 2. Prospective Bidder shall submit its bid proposal using this form or official quotation with Company's letterhead.
- 3. Any specifications other than required/stated in this form shall not be considered in the evaluation of bid.
- 4. Quotation must be the lowest and responsive price, taxes included for the item/services listed hereunder, including delivery charges unless otherwise specified.
- 5. If applicable, offered brand name and model shall be specified.
- 6. Bid proposal shall be valid for one hundred twenty (120) calendar days from the date submitted.
- 7. Bid proposal shall be submitted manually on or before the deadline to the Bids and Awards Committee Secretariat office at BSWM, SRDC Bldg., Elliptical Road corner Visayas Avenue., Quezon City or elctronically through procurement@bswm.da.gov.ph.
- 8. Late Bids will not be accepted.
- 9. The following documents shall be submitted not later than presentation for Award:

### FOR SHOPPING:

- (1) PhilGEPS registration number or Certificate
- (2) Mayor's Permit

# FOR DIRECT CONTRACTING:

- (1) PhilGEPS registration number or Certificate
- (2) Mavor's Permit
- (3) Latest ITR (for total ABC above PhP500K)

FOR OTHER MODES OF PROCUREMENT: PLEASE REFER TO RA 9184 AND ITS IRR AND ANNEX H

### FOR SMALL VALUE PROCUREMENT:

- (1) PhilGEPS registration number or Certificate
- (2) Mayor's Permit
- (3) Revised Omnibus Sworn Statement (for total ABC above PhP500K)
- (4) Latest ITR (for total ABC above PhP500K)
- (5) PCAB License (for Infrastructure Project)
- (6) Curriculum Vitae and Professional Licenses (for

Consulting Services)

7) Copy of LTFRB Franchise

		TERMS OF REFEI	RENCE:			
		curement: Goods/Services Infrastructure Pr	oject	consulting S	Services	
		ocurement: Small Value				
Dead	line for	Submission of Bids (Date and Time): September	23, 2022 at 12:00PM			
PR N	ο.	<u>2022-07-1090_</u>	End-User:	SURVEY	Total ABC:	180,000.00
		•	Schedule of De	elivery: 15 c	alendar days	s upon
Sour	ce of F	und: <u>Regular</u>	receipts of PO			
Mode of Award: Per Line Per Lot			Terms of Payment: Progress Billing			
Qty Unit		Item (Description and Specification)	ABC	Offered	В	Bid
			Unit Cost	Brand	Unit Price	Total Price
		LEASE-TO-OWN LAPTOP COMPUTER				
2	units	For October 01 to December 31, 2022	90,000.00			
		No. of units: 2				
		P30,000.00/month x 2 units x 3 months				
		Technical Specifications				
		Processor: i7- (11th/12th Gen) / AMD Ryzen 7				
		Storage: 512 Gb PCIE-3/PCIE-4 SSD				
		Memory: 8 GB (Upgradable)				
		GPU: at least 4 GB dedicated				
		Screen size: 15.6 inch				
		OS: Windows 10/11				
		Brand new item				
		Includes laptop bag				
		Warranty and After-Sales Support				
		- 1 year warranty on batteries starting on the start of lease (October 01, 2022)				
		- 1 year warranty on parts and labor on peripheral devices				
		- 1-week warranty for unit replacement if found system defective				
		Torms of Losso				

	- The lease shall be for a period of 3 months (October 01		
	to December 31,2022)		
	- The winning supplier shall turnover the ownership of		
	all the laptops after the period lease		
	Delivery terms		
	- atleast 3 days prior to start of lease term		
	- to be delivered by the winning supplier at the BSWM		
	Central Office (free-of-charge)		
	deficial office (free-of-charge)		
	Billing and Payment		
	- Payment shall be made on a monthly basis for three		
	(3) months starting November 2022	<del>                                     </del>	
	- Cumulative billing may also be allowed		
NOTE: ALI	PRICES ARE INCLUSIVE OF VAT AND CHARGES		
NOTE:	ACCOMPLISHED REQUEST FOR QUOTATION (RFQ) SHOULD BEFORE THE DEADLINE FOR SUBMISSION OF BIDS. RFQ'S SHALL NO LONGER BE ACCEPTED.		
ixeviewea	•	_	
	Procurement Coordinator	_	
	Signature Over Printed Name		
For the Bio	ds and Awards Committee:		
	(Sgd) DENISE A. SOLANO	•	
	Head, BAC Secretariat		
	11000, 2710 00010101101		
		Canvasser (Signa	ature over Printed Name)
DRM-Phile	SEPS Posted	(3.3)	,
	2. 0. 00.00	Date of canvass:	
Posted by:		Dute of carrass.	
i osteu by.	•		
	(CI) CINIA M. ALDEDTO		
	(Sgd) GINA M. ALBERTO		
	DBM-PhilGEPS Posted		
To: The P	SWM Bids and Awards Committee (BAC)		
IO. THE D	SWM Blus and Awards Committee (BAC)		
Sir/Madam	·		
OII/IVIadaiii	ı.		
	nnection with the above RFQ, I have carefully read and nd/or deliver all awarded items in conformity with specific	•	
Signa	ature over Printer Name	Name of Company	TIN Number
Telen	phone Number(s)	Address	Date Accomplished
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