



Republic of the Philippines
 Department of Agriculture
BUREAU OF SOILS AND WATER MANAGEMENT
 SRDC Bldg., Elliptical Road corner Visayas Avenue,
 Diliman, Quezon City

REQUEST FOR QUOTATION

INSTRUCTIONS:

- Bidder shall read the instructions and fill all the blanks properly.
- Prospective Bidder shall submit its bid proposal using this form or official quotation with Company's letterhead.
- Any specifications other than required/stated in this form shall not be considered in the evaluation of bid.
- Quotation must be the lowest and responsive price, taxes included for the item/services listed hereunder, including delivery charges unless otherwise specified.
- If applicable, offered brand name and model shall be specified.
- Bid proposal shall be valid for one hundred twenty (120) calendar days from the date submitted.
- 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 electronically through procurement@bswm.da.gov.ph**.
- Late Bids will not be accepted.
- The following documents shall be submitted not later than presentation for Award:

FOR SHOPPING:

- PhilGEPS registration number or Certificate
- Mayor's Permit

FOR DIRECT CONTRACTING:

- PhilGEPS registration number or Certificate
- Mayor's Permit
- 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:

- PhilGEPS registration number or Certificate
- Mayor's Permit
- Revised Omnibus Sworn Statement (for total ABC above PhP500K)
- Latest ITR (for total ABC above PhP500K)
- PCAB License (for Infrastructure Project)
- Curriculum Vitae and Professional Licenses (for Consulting Services)
- Copy of LTFRB Franchise

TERMS OF REFERENCE:

Type of Procurement:	<input checked="" type="checkbox"/> Goods/Services	<input type="checkbox"/> Infrastructure Project	<input type="checkbox"/> Consulting Services
Mode of Procurement:	<input checked="" type="checkbox"/> Small Value		
Deadline for Submission of Bids (Date and Time):	September 23, 2022 at 12:00PM		
PR No.	<u>2022-07-1090</u>	End-User:	<u>SURVEY</u> Total ABC: 180,000.00
Source of Fund:	<u>Regular</u>		
Mode of Award:	<input checked="" type="checkbox"/> Per Line	<input type="checkbox"/> Per Lot	Terms of Payment: <u>Progress Billing</u>

Qty	Unit	Item (Description and Specification)	ABC	Offered Brand	Bid	
			Unit Cost		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				
		Terms of Lease				

