

Republic of the Philippines  
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MA. TERESA S. PABULAYAN  
 Executive Clerk of Court IV

November 23, 2017

### Request for Quotations of Prices

Sir/madam:

Please quote your lowest prices to the Government on the following items:

Nine (9) sets	Desktop Computer (specification on page 2) .....	P _____	/set
One (1) unit	Laptop (specification on page 2) .....	P _____	/unit
Three (3) units	All-in-one Printer (specification on page 2) .....	P _____	/unit
One (1) unit	Laserjet Printer (specification on page 2) .....	P _____	/unit
One (1) unit	External Hard Drive 1TB (specification on page 2) .....	P _____	/unit
One (1) unit	UPS 650VA (specification on page 2) .....	P _____	/unit

### IMPORTANT CONDITIONS

1. All quotations submitted to this Office are considered an offer of the items specified above at the prices quoted thereon and a guaranty of availability of the quoted items. In the event that the offer is accepted, a PURCHASE ORDER FOR items above-mentioned will be sent to the dealers concerned advising them such acceptance, the delivery of the said items and the availability of funds needed for this purpose.

2. Goods supplied are subject to inspection by the auditor or his duly authorized representative. Payment therefore will be effected after the said inspection and acceptance of the items supplied, subject to the usual audit requirements.

3. This Office hereby reserves the right to reject any or all offers, or accept such offer it may consider most economical and advantageous to the government.

4. That the dealer should specify below, the duration of the time they can hold the items available for this agency, and the penalty of failure to deliver within the period stipulated for reasons of non-availability of stock, contrary to the guaranty of its availability contained in the quotations submitted, will be the payment of the difference of the amount paid by this agency to the dealer quoting the next lower price, and that offered by the delinquent dealer.

5. That the Official Invoice/Official Receipt of dealer contains his/her firm's Tax Account No. and BIR Permit No. pursuant to P.D. 1255, as amended.

6. This Office shall require the submissions of the following documents from the dealer/officer which submitted the *Lowest Calculated and Responsive Quotation* prior to payment, in accordance with Annex "H", Appendix A, Item No. II of the 2016 Revised Implementing Rules and Regulations of Republic of Republic Act No. 9184:

- a. latest Mayor's/Business Permit;
- b. latest Certificate of PhilGEPS Registration; and
- c. latest Income/Business tax returns
- d. Omnibus Sworn Statement

7. The above-quoted prices are inclusive of all costs and applicable taxes.

CANVASS BY:

Very truly yours,

PANCHITO C. ALAVAREN, JR.  
 Supply Officer III

We are pleased to quote our lowest prices of the items indicated above under the foregoing conditions set forth.

Technical Specifications for Desktop Computers

Processor	:	Latest generation Intel i7-series processors
Motherboard	:	Compatible Intel-based with built-in latest video graphics it offers, audio, USB ports and gigabit LAN
Memory	:	At least 8GB
Storage	:	At least 1TB capacity or higher
Monitor	:	At least 22-inch LED
Optical Drive	:	DVD Writer
Peripherals	:	Keyboard, optical mouse and Wi-Fi adapter or Wi-Fi capable
Operating System	:	Latest Licensed Windows Pro (64-bit) OEM
Office Productivity	:	Latest Licensed MS Office (office version) OEM
Security License	:	Latest Licensed Internet Security Product for 2 years
Power Protection	:	Rated UPS with built-in AVR and with at least 650 VA capacity
Casing	:	Standard factor with high efficiency and rated power supply (80+ Bronze rating)
Warranty	:	At least 3 years warranty parts and service for the whole package with 1 year onsite support.
Installation	:	Free on site
Accreditation	:	Brand offered is IDC (International Data Corporation) – accredited or globally or internationally recognized known brands and included in the top five (5) list of accredited brands as specified in the downloadable accreditation list of the IDC's website

**APPROVED FOR POSTING****MA. TERESA S. PABULAYAN**  
Executive Clerk of Court IVTechnical Specifications for Laptop

Processor	:	Latest Intel i7 processor for mobile or user preferred
Memory	:	At least 8GB
Storage	:	At least 1TB
Optical Drive	:	CD/DVD/DVD-RW
Display	:	At least 14-inch LED
Operating System	:	Windows 10 Professional 64 Bit OEM
Office Productivity	:	Microsoft Office Suite (Word, Excel and PowerPoint) OEM
Security	:	Antivirus (2 Years)
Warranty	:	More than one (1) year is preferred for parts and labor

Technical Specifications for All-in-one Printer

Copy, Fax, Print and Scan	:	Yes Flatbed colour image scanner Print: Black: Up to 35 ppm (draft, A4); Up to 22 ppm (ISO, laser-comparable); Up to 12 ipm (duplex, A4) Colour: Up to 35 ppm (draft, A4); Up to 18 ppm (ISO, laser-comparable); Up to 10 ipm (duplex, A4) Copy: up to 99 copies ADF: up to 215 x 355 mm; Capacity: Standard, 50 sheets 1 input tray, up to 250 sheet input capacity
Connectivity	:	Wi-Fi capable 802.11b/g/n; 1 Host USB 2.0; 1 Ethernet; 2 RJ-11 modem ports;
Compatible System Requirement	:	Windows XP / Vista / 7 / 8 / 8.1 / 10
Consumables	:	Compatible to our readily available supply of consumables: HP 955XL Black and Colored Original Ink Cartridge (L0S60AA)
Warranty	:	One (1) year or higher with onsite support

Technical Specifications for Laserjet Printer

Paper per minute	:	At least 20 ppm or higher
Resolution; enhancement technologies	:	Up to 600 by 600 dpi HQ 1200 (2400 x 600 dpi) quality
Connectivity	:	802.11b/g/n Wireless & USB 2.0
Compatible System Requirement	:	Vista, Windows 7, 8, 8.1, 10
Consumables	:	Compatible to our readily available supply of consumables: HP 17A original black LaserJet toner cartridge, CF217A and HP 19A original LaserJet imaging drum, CF219A
Warranty	:	One (1) year or higher with onsite support

Technical Specifications for External Hard Drives

Compatible with USB 2.0 and 3.0	:	At least 1TB storage capacity
Compatible with Vista, Windows 7, 8, 8.1, 10	:	Transfer rate up to 5Gb/s with USB 3.0/Up to 480 Mb/s with 2.0
Warranty is one (1) year or higher	:	

Technical Specifications for Uninterruptible Power Supply (UPS)

230V (nominal output voltage), AVR, Floor, Universal sockets, at least 650 VA	:	Transfer time: 4ms typical; 8ms maximum
Recharge time: 6 hours	:	Expected Battery Life Years: at least one (1) year
Standard warranty: 2 years repair (1 year onsite) or replace	:	