

June 27, 2018

Request for Quotations of Prices

Sir/madam:

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

One (1) lot **Various I.T. Equipment as follows: P_____ /lot**

One (1) unit **Desktop Computer (specifications on page 2)**

One (1) unit **Laser Printer (specifications on page 2)**

One (1) unit **1 TB External Hard Drive**

One (1) unit **2 TB External Hard Drive**

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/offeror 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.

One (1) unit

Desktop Computer with the following specifications:

Processor	Quad-Core intel i7 latest processor
Mainboard	Compatible intel-based or equivalent with latest built-in graphics it offers; audio ports, usb ports, and gigabit lan with wifi and bluetooth capability (external or internal)
Memory	At least 8GB
Storage	At least 1TB
Optical Media Drive	DVD-RW
Display	At least 22-inch viewable LED
Peripherals	Keyboard and mouse and printer
Operating System	Windows 10 Professional 64-bit OEM
Office Productivity	Microsoft Office Suite (Word, Excel and Powerpoint) OEM
Security	Antivirus (2 years)
Power Protection	Uninterrupted power supply (UPS)
Casing	Standard factor with high efficiency and rated power supply
Warranty	At least 3 years warranty

One (1) unit

Laser Printer with the following specifications:

Up to 30 ppm or higher
Wifi Capable, USB 2 or 3 Capable (Lan Capable – an advantage)
Windows 7, 8, 10 compatible
Compatible with readily supply of HP17A Original Black Laserjet Toner and HP19A original laserjet imaging drum
One Year or higher with On-site support for the warranty