



## REQUEST FOR QUOTATION

Date: 23 May 2023  
RFQ No.: R1 100-23-01-206

Name of Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Name of Store/Shop: \_\_\_\_\_  
Address: \_\_\_\_\_  
TIN: \_\_\_\_\_  
PhilGEPS Registration Number: \_\_\_\_\_

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure **Supply and Delivery of Various ICT Equipment for the City Vice Mayor's Office** with an Approved Budget for the Contract (ABC) of **Php 939,000.00**, in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.


The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding the total Approved Budget for the Contract shall be rejected.

| Item No. | Item Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Brand Name<br><small>(PLEASE DO NOT LEAVE BLANK)</small> | QTY | UOM  | Approved Budget |            | Price Offer |            |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|-----|------|-----------------|------------|-------------|------------|
|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                          |     |      | Unit Cost       | Total Cost | Unit cost   | Total Cost |
| 1        | Photocopier,<br>- Branded Heavy Duty Copier, Printer, Scanner, and other optional functions such as Fax Colored.<br>Print/Copy Speed: at least 25 copies per minute for (A4 size)<br>Paper Size: at least A6 up to A3<br>With Control Panel Display (Touch Screen)<br>Memory: at least up to 3GB<br>SSD/HDD: at least 126GB<br>Tray/Cassette: at least 2 trays/cassettes that can handle at least 50sheets per tray/cassette.<br>Must be compatible with Windows, Macintosh, Linus, and Unix<br>Interface Connection: (Ethernet, Network, Twain Scan, NSD Scan, USB at least USB) at least one (1) year warranty. |                                                          | 3   | unit | 98,000.00       | 294,000.00 |             |            |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |   |      |            |            |  |  |  |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|------|------------|------------|--|--|--|
| 2 | <p>Laptop,</p> <ul style="list-style-type: none"> <li>- Branded Laptop</li> <li>Processor: should have at least 10CPU cores</li> <li>Memory Bandwidth: at least 400 GB per second</li> <li>GPU Cores: has a minimum of 24 up to a maximum of 32</li> <li>Operating System: Ability to run at least dmg application and maximum ability to run both dmg and exe application or equivalent</li> <li>Memory: At least 32 GB , configurable to up 64GB Unified Memory</li> <li>Storage: At least 1TB Solid State Drive, configurable top to 8TB</li> <li>Display: At least 16.2 inch, minimum of 47.95Hz to maximum of 60Hz fixed refresh rate and capable of adaptive refresh rate up to 120Hz</li> <li>Connectivity: Compatible with 802.11ax WIFI 6 wireless networking. At least IEEE 802.11a/b/g/n/ac compatible. At least Bluetooth 5.0</li> <li>Camera: At least 1080p High Definition</li> <li>Peripherals: Must have backlit keyboard with built in fingerprint security. Must have Trackpad that supports multi-touch gestures. Must have at least 100-watt hour lithium polymer battery</li> <li>Interface Ports: 3x USB -C ports (up to 40Gb/s) with support for the following Charging Display Port, USB4 (up to 40Gb/s) 1x HDMI Port, 1x SDXC Card Slot 3.5mm Headphone Jack</li> <li>Accessories: Must include one wireless ergonomic mouse must include one top load laptop carry case. Must include CD for data recovery</li> <li>Warranty: At least Three (3) years from the final date of acceptance for parts and labor. At least seven (7) days outright replacement at least phone support for hardware and software issues.</li> <li>Others: The bidder shall shoulder all warranty and services maintenance costs the bidders shall provide a process/ system/ solution to verify that the laptops are defined under the specifications above.</li> </ul> | 1 | unit | 195,000.00 | 195,000.00 |  |  |  |
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Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600





(02) 8643-1111 \* (02) 8641-1111 loc 1461 \*  bidsandawards@pasigcity.gov.ph \*




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|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|-----|-----------|------------|--|--|
| 3 | <p>desktop computer,</p> <ul style="list-style-type: none"> <li>- Branded Desktop Computer, Processor: at least 6 cores and 12 threads, turbo frequency minimum 3Ghz, maximum at least 16mb cache Memory: at least 8GB RAM Storage: 256SSD for system, 1TB HDD for file backup Operating System: Pre-installed Win 11 Pro 64Bit Monitor: at least 23 inches, LED, LCD or higher technology capable of 1920x1080 resolution LAN: Ready Gigabit 10/100/1000 Bluetooth: Latest Bluetooth Technology</li> </ul> <p>With USB Mouse and Keyboard<br/>At least Energy Star Compliant<br/>3 years warranty on parts and services</p> <p>Bundled with MS Office Home and Business 2021 with Electronic Software Distribution (ESD)- is the secure delivery of a product key directly to consumers and small business. Customer can instantly download/ activate software after purchase. Product Key is live and usable when delivered. 1 Install only, Commercial Use. Perpetual. Applications: Word, Excel, PowerPoint, One Note, Outlook. can be Installed either Windows or Mac devices</p> <p>Bundled UNINTERRUPTIBLE POWER SUPPLY 650VA with AVR For Desktop Computers Technical Specifications: at least 360 Watts / 650VA Output Frequency - 50/60 Hz +/- 1 Hz Sync to mains Topology - Line interactive Waveform type - Stepped approximation to a sine wave Transfer Time - at least 6ms typical: 10ms maximum Input Frequency - 50/60 Hz +/- 3 Hz Autosensing Input voltage range for main operations - 140 to 300V Number of Power Cords - at least 1 Type of Input Protection Required Circuit breaker</p> | 4 | set | 75,000.00 | 300,000.00 |  |  |
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|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------|------|-------------------|------------|--|
|                                                                                                    | Batteries & Runtime; Battery type - Lead-acid battery or its equivalent<br>Typical recharge time at least 8 hours<br>Nominal Battery Voltage 12V<br>Battery Volt-Amp-Hour Capacity - 84<br>Control Panel - LED Status display with online: on battery<br>Audible Alarm when on battery: distinctive low battery alarm: overload continuous tone alarm<br>Surge energy rating 156 Joules<br>Color - Black<br>Approvals: EN/IEC 60204-1, EN/IEC 60204-2<br>Standard warranty - at least 2 years repair or replacement |  |              |      |                   |            |  |
| 4                                                                                                  | Camera,<br>- Camera, DSLR Camera<br>Sensor: APS-C<br>At least 24 megapixels<br>At least 6 frames/second<br>At least 100-25, 60 ISO<br>Viewer finder: Optical (Penta Mirror)<br>Swivel touchscreen<br>With Built-in WIFI<br>With 1GB SD Card<br>At least One (1) year Warranty.                                                                                                                                                                                                                                      |  | 2            | unit | 75,000.00         | 150,000.00 |  |
| <b>Note:</b> Other terms and conditions are stipulated in the attached Terms of Reference, if any. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  | <b>Total</b> |      | <b>939,000.00</b> |            |  |
| <b>DELIVERY TERM:</b> Within Fifteen (15) calendar days upon the receipt of Notice to Proceed.     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |              |      |                   |            |  |


*\*Indicate the BRAND NAME or MANUFACTURER NAME and the specific MODEL to be offered or attach a BROCHURE for the offered item; items including but not limited to clothing, vehicle, equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.*

**Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:**

- **Mayor's/Business Permit** (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.
- **PhilGEPS Registration Number**
- **Income Tax Return** - Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).  
In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:
  1. Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
  2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.

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- Accomplished and notarized **Omnibus Sworn Statement** ([https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx))
- **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

**ADDITIONAL REQUIREMENTS:**

For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):

- Certificate of Product Registration;
- Certificate of Good Manufacturing Practice;
- License to Operate;
- Batch Release Certificate (*for vaccines, toxoids and immunoglobulins only*) [*to be submitted upon delivery*]; and
- Certificate of Analysis (*for anesthesia and antibiotics*) [*to be submitted upon delivery*].

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office), 4<sup>th</sup> Floor, Pasig City Hall, San Nicolas, Pasig City.**

All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4<sup>th</sup> Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at [bidsandawards@pasigcity.gov.ph](mailto:bidsandawards@pasigcity.gov.ph)

*F: [Signature]*  
 ATTY. PONCE MIGUEL D. LOPEZ, Jr.

Officer in Charge, Procurement Management Office

I hereby certify that I have read and agree to this Request for Quotation, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.



**Conforme:**


\_\_\_\_\_  
 Signature over Printed Name

\_\_\_\_\_  
 Position

Duly authorized to sign quotation/offer for and on behalf of \_\_\_\_\_  
 (Please indicate Company Name)

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