



REQUEST FOR QUOTATION

Date: 25 September 2023

RFQ No.: 100-23-08-1904

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 2 Units of Desktop Computer – Ugnayan sa Pasig** with an Approved Budget for the Contract (ABC) of **Php 200,000.00**, 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 each total Cost per Item and/or the total Approved Budget for the Contract shall be rejected.

Item No.	Item Description	Brand Name <small>(PLEASE DO NOT LEAVE BLANK)</small>	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
INFORMATION COMMUNICATION & TECHNOLOGY EQUIPMENT								
1	All in One Desktop, Must be All-in-one setup Processor: At least 12 cores, 20 threads, maximum turbo frequency at least 4 GHz, 12 MB cache Display: LED technology, at least 23 inches FHD (1920x1080), brightness at least 250 nits, Aspect ratio at least 16:9 Storages: minimum of 256GB SSD M.2 and 1TB HDD Memory: at least 8 GB memory, definitely could support the required processor Built-in Graphics With Optical Drive, at least 5.0 MP FHD with integrated microphone with built-in speakers capable of LAN/WLAN network with USB Keyboard and Mouse with pre-installed Windows 11 Pro With Energy Star 8.0 Rating or better At least 3 years warranty on parts and services With bundled uninterrupted power supply Technical Specifications:		2	units	100,000.00	200,000.00		

<p>360 Watts / 650VA Output Frequency - 50/60 Hz +/- 1 Hz Sync to mains Topology - Line interactive Waveform type - Stepped approximation to sinewave Transfer Time - 4ms - 8ms typical: 10ms maximum Input Frequency - 50/60 Hz +/- 3 Hz Autosensing Input voltage range for main operations - 140 to 300V Number of Power Cords - 1 Has at least 4 outputs Type of Input Protection Required - Circuit breaker Battery type - Lead-acid battery Typical recharge time: at least 6 hours Nominal Battery Voltage 12V Battery Volt-Amp-Hour Capacity - 84 Control Panel - LED Status display with online: on battery Audible Alarm when on battery: distinctive low battery alarm: overload continuous tone alarm Surge energy rating 156Joules Approvals: EN/IEC 60204-1, EN/IEC 60204-2 Standard warranty - 2 years repair or replacement</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 10 & 11 or Mac devices</p>					
<p>Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.</p>	Total	200,000.00			
<p>DELIVERY TERM: Within Thirty (30) calendar days upon the receipt of Notice to Proceed but not to exceed 31 December 2023.</p>					

**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.*

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

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



TERMS OF REFERENCE

A. PROCUREMENT TITLE:

Multitasking Branded All in One Desktop Computer

B. PROPONENT AND IMPLEMENTING AGENCY

Pasig City Government – Ugnayan Sa Pasig

C. REQUIREMENTS/SPECIFICATIONS

Procurement of 2 units Multitasking Branded All in One Desktop Computer	Minimum Requirements
i. ABC	PHP 200,00.00
ii. Scope	<p>Delivery of Multitasking Branded All in One Desktop Computer</p> <ul style="list-style-type: none"> ➤ Must be All-in-one set-up ➤ Processor <ul style="list-style-type: none"> ◦ At least 12 cores, 20 threads, maximum turbo frequency at least 4GHz, 12MB cache ➤ Display <ul style="list-style-type: none"> ◦ LED technology ◦ At least 23 inches FHD (1920 x 1080) - Brightness at least 250 nits, Aspect ratio at least 16:9 ➤ Storages <ul style="list-style-type: none"> ◦ minimum of 256GB SSD M.2 and 1TB HDD ➤ Memory: <ul style="list-style-type: none"> ◦ At least 8GB memory, definitely could support the required processor, -Built-in Graphics - With Optical Drive, at least DVD-RW - With integrated webcam, at least 5.0 MP FHD - With Integrated microphone - With Built-in speakers - capable of LAN/WLAN network - With USB Keyboard and Mouse - With pre-installed Windows 11 Pro - With Energy Star 8.0 Rating or better ➤ Warranty <ul style="list-style-type: none"> ◦ At least 3 years warranty on parts and services

Caruncho Avenue, Barangay San Nicolas, Pasig City 1600 Metro Manila
Email: ugnayan@pasigcity.gov.ph | Fb: www.facebook.com/OfficialUgnayanSaPasig
Tel. No. 8 643-1111 Local 1211, 1212, 1213 | Twitter: @UgnayanSaPasig



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	<p>With bundled uninterrupted power supply</p> <ul style="list-style-type: none">➤ Technical Specifications<ul style="list-style-type: none">- 360 Watts/650VA➤ Output Frequency<ul style="list-style-type: none">- 50/60 Hz +/- 1 Hz Sync to mains➤ Topology<ul style="list-style-type: none">- Line interactive➤ Waveform type<ul style="list-style-type: none">- Stepped approximation to a sinewave➤ Transfer Time<ul style="list-style-type: none">- 4ms-8ms typical:10ms maximum➤ Input Frequency<ul style="list-style-type: none">- 50/60 Hz +/- 3 Hz Autosensing➤ Input voltage range for main operations<ul style="list-style-type: none">- 140 to 300V➤ Number of Power Cords<ul style="list-style-type: none">- 1 only➤ Has At least<ul style="list-style-type: none">- 4 outputs➤ Type of Input Protection Required<ul style="list-style-type: none">- Circuit breaker➤ Battery Type<ul style="list-style-type: none">- Lead-acid battery➤ Typical recharge time<ul style="list-style-type: none">- at least 6 hours- Nominal Battery Voltage 12V- Battery Volt-Amp-Hour Capacity-84➤ Control Panel<ul style="list-style-type: none">- LED Status display with online: on battery➤ Audible Alarm when on battery<ul style="list-style-type: none">- distinctive low battery alarm- overload continuous tone alarm- Surge Energy rating 156Joules➤ Approvals<ul style="list-style-type: none">- EN/IEC 60204-1, EN/IEC 60204-2 ➤ Standard Warranty<ul style="list-style-type: none">* 2 years repair or replacement
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	<p>OTHERS:</p> <ul style="list-style-type: none"> Bundled with MS Office Home and Business 2021 with Electronic Software Distribution (ESD) - is the secure delivery of product key directly to consumers and small businesses. Customer can instantly download/activate the software after purchase. Product Key is live and usable when delivered. 1 install only. Commercial Use. Perpetual. <p>Applications: Word, Excel, Powerpoint, One Note, Outlook, can be installed on either Windows 10 & 11 or Mac devices.</p>
III. Warranty	Three (3) years warranty for parts and labor from the date of delivery & 2 years repair or replacement of UPS
IV. Delivery	Delivery of the Multitasking Branded All in One Desktop Computer units shall be within 30 days from the date of Notice to proceed
V. Payment	One-time payment shall be made upon the issuance by the Ugnayan sa Pasig, of the Certificate of Acceptance of the All -in-one Desktop
VI. Cost Breakdown	Multitasking Branded All in One Desktop Computer Php 92,275.00/unit x 2units
	Total Price: Php 184,550.00

Prepared by: 
MARY JOY C. LUNA
 Admin Aide III

Noted by: 
MA. ROWENA A. DIMANLIG
 City Assistant Head II
 Ugnayan sa Pasig/FOI



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.
- 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):

- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;
- d. Batch Release Certificate (*for vaccines, toxoids and immunoglobulins only*) [*to be submitted upon delivery*]; and
- e. 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), 4th 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, 4th Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

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The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

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



ATTY. PONCE MIGUEL D. LOPEZ
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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