



REQUEST FOR QUOTATION

Date: 20 November 2023

RFQ No.: 100-23-09-2004

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 and Supplies and Other Maintenance Supplies – Action Line** with an Approved Budget for the Contract (ABC) of **Php 530,380.00**, 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
1	Office Colored Printer, (8 UNITS COLORED PRINTER FOR ACTION LINE DIVISION) SPECIFICATION * Digital color copier which is capable of color scanning, printing and fax with automatic document feeder - printing technology; inkjet or equivalent - printing speed of at least up to 33.0 ppm /150 ppm - paper capacity of at least 30 sheets (A4 paper), 10 sheets (Legal) - printer resolution of at least 5760 x 1440 dpi - capable of printing to various paper sizes up to A4 - capable of borderless printing up to 4R - Uses dyes (Black, Magenta, Cyan and yellow) - support USB, LAN, Wifi and Wifi direct and other network management protocol must be supported with applications/utilities from the manufacturer to optimized device functionalities must be supported by the latest version of windows OS and Mac OS		8	unit/s	18,000.00	144,000.00		

	with at least 1 year warranty on the parts and services							
2	random access memory, (3 UNITS RANDOM ACCESS MEMORY FOR ACTION LINE DIVISION) SPECIFICATION Memory DDR4 Must be at least 8GB capacity must be at least 3200MHz speed Voltage of at least 1.2V with aluminum heat spreader		3	unit/s	4,000.00	12,000.00		
3	thumb drive, (4 PCS THUMB DRIVE FOR ACTION LINE DIVISION) SPECIFICATION must have a capacity of at least 512GB at least USB 3.0 at least 40mb per second write speed with driver application/utilities coming from the manufacturer to verify the ingenuity of the device		4	pcs	3,000.00	12,000.00		
4	MULTIMEDIA PROJECTOR, 1 UNIT PROJECTOR FOR ACTION LINE DIVISION -SPECIFICATION DIGITAL LIGHT PROJECTOR TECHNOLOGY OR EQUIPEMENT up to 4000 ANSI Lumens at least 8000 hours lamp life -VGA to WUXGA data input signal -navigative resolution of atleast 1024X768 Can Accept Analog to High- Definition Video Input Signal Contrast Ratio of at least 30000:1 Manual Zoming and Focus Lens:Type with Power cable, VGA cable, Remote control, Carrier bags as accessories -Can accommodate HDMI,VGA, S -Video for image inputs Bunddled with projector tropod screen (size 70"x70")matte white, rack and ball bearing device mechanism with at least 1 year warranty.		1	unit/s	43,000.00	43,000.00		
5	3 in 1 Colored Ink Tank Printer, (2 UNITS 3 IN 1 COLORED INK TANK PRINTER FOR POD-ADMINISTRATIVE DIVISION) SPECIFICATION black and colored print speed up-33/15ppm scan resolution - 600x1200 dpl print resolution - 5760x1440 dpl		2	unit/s	18,000.00	36,000.00		
6	Insecticide Spray Odorless 500ml, 20 BOTTLE INSECTICIDE SPRAY ODORLESS 500ml FOR POD-ADMINISTRATIVE DIVISION SPECIFICATION 500ml Spray Odorless		20	bot/s	450.00	9,000.00		
7	Battery AA,		24	pack/s	35.00	840.00		

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



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	24 PACKS OF BATTERY AA FOR PUBLIC SAFETY DIVISION SPECIFICATION length-49.2-50.5mm diameter-13.5-14.5mm						
8	Battery AAA, 24 PACKS OF BATTERY AAA FOR PUBLIC SAFETY DIVISION SPECIFICATION 4's/pack length-44.5mm diameter-10.5mm		24	pack/s	35.00	840.00	
9	Biodegradable Trash Bag Black, 20 PACKS OF BIODEGRADABLE TRASH BAG BLACK FOR PUBLIC SAFETY DIVISION SPECIFICATION Color: Black Size: Large 50pcs. per pack		20	pack/s	340.00	6,800.00	
10	PHOTO COPIER MACHINE, 1 UNIT OF PHOTO COPIER MACHINE FOR KABATAAN RESCUE PATROL DIVISION ITEM ANNOTATION/ SPECIFICATION: B/W PRINTER COPIER, COLOR SCANNER UP TO A3 SIZE UP TO 18 PAGES PER MINUTE REDUCE/ENLARGE CAPABLE DUAL SIDED ID COPY COLLATE / SORTING OPTIONAL DOCUMENT PROCESSOR OPTIONAL DUPLEX UNIT LOW POWER CONSUMPTION 150,000 COPIES DRUM LIFE WITH SERVICE WARRANTY		1	unit	49,900.00	49,900.00	
11	Colored Printer, 2 UNITS COLORED PRINTER FOR KABATAAN RESCUE PATROL DIVISION SPECIFICATION Digital color copier which is capable of color scanning, printing, and fax with automatic documents feeder Printing technology, inkjet or equivalent printing speed of at least up to 33.0ppm/150ppm Paper capacity of the least 30sheets (A4 paper), 10 sheets (Legal) Printer resolution of at least 5760 x 1440 dpi Capable of printing to various paper sizes up to A4 Capable borderless printing up to 4R Uses dye inks (black, magenta, cyan and yellow) Supports USB, LAN, WIFI, and wifi direct and other network management protocol Must be supported with application/ utilities from the manufacturer to optimized device functionalities Must be supported by the latest version		2	unit/s	18,000.00	36,000.00	

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	Windows OS and MAC OS With at least 1 year warranty on parts and services.							
12	5 in 1 printer, (10 UNITS PRINTER FOR BANTAY PASIG DIVISION SPECIFICATION -PRINTER - at least wifi/wifi direct/Network Ready) Hi-Speed USB/ IEEE(502.11 b/g/n) -PRINTER tYPE:at least Scan, Copy -Paper Size: at least legal, Indian -Legal (215X345mm) 8.5X13" Letter A4, 16K (195X270mm) (80g/m2) B5,A5, B6<A6 Hagaki (100X148mm)5X7',4X6"Envelopes:#10,DL,C6 -Compact Integrated tank design -at least Spill-free,error -free refilling High yield ink Bottle -able to Connect,iPrint, Email Print and Remote Print Driver -Borderles Printing up to 4R -Paper Feed Method: friction feed -SCANNING -SCAN SPEED FLATBED (BLACK/COLOUR) 200dpi:11 sec/200dpi:28sec		10	unit/s	18,000.00	180,000.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.			Total		530,380.00			
DELIVERY TERM: Within Thirty (30) calendar days upon the receipt of Notice to Proceed but not to exceed 31 December 2023.								

**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.

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- 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/downloadable-forms/#tab-61412>)
- **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*].

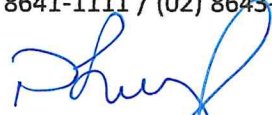
If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

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.

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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