



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 Regional Office No. V, Rizal Street, Legazpi City
REQUEST FOR QUOTATIONS

Document Code:
EM-QP-DILG-AS-RO-10-07
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MODE OF PROCUREMENT: **Small Value Procurement (Section 53.9)** RFQ No.: **GDS-2022-171**

Name of Procuring Entity: **DILG** Date: **July 07, 2022**

Office/End User: **ORD-RICTU**

Company Name

Address

PhilGEPS Registration No.

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed.

TERMS AND CONDITIONS:

- Bidders shall provide correct and accurate information required in this form.
- Bidders shall quote for all individual items amounting to 5k above and per lot if below 5k.
- Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.
- Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
- Award of Contract shall be made to the responsive bidder (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
- The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without amount of the contract, without prejudice to other courses of action and remedies open to it.
- Request for Quotation must be signed and sealed.

APPROVED BUDGET FOR THE CONTRACT (ABC):

PHP 62,980.00

MA. RUTHEL P. GIGANTOCA
 BAC Chairperson

ITEM DESCRIPTION	QTY	UNIT	APPROVED BUDGET FOR THE CONTRACT	Unit Price	Total Price	Compliance with Technical Specifications (please check)		Remarks
						Yes	No	
Purchase of IT Supplies & Accessories for the Repair and Maintenance of ICT Resources & GSS.								
1 8 GB Desktop (PC) DDR3 RAM (1666 Mhz)	2	PC	4,900.00					
2 8 GB Laptop DDR3 RAM (1600 Mhz)	5	PC	20,000.00					
3 Laptop Battery for ASUS X550ZE	2	PC	8,000.00					
4 512 GB SSD HARD DRIVE DESKTOP (PC)	2	PC	6,800.00					
5 512 GB SSD HARD DRIVE LAPTOP	1	PC	3,400.00					
6 1 TB External Hard Drive (USB 3.0)	3	PC	10,680.00					
7 16 GB DDR4 RAM FOR DESKTOP (2666MHZ)	2	PC	9,200.00					

62,980.00

Purchase Request No. 2022-07-171
 Approved and Funded FPMP

Warranty

After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.

Price Validity

Printed Name/Signature/Date
 Tel. No./Cellphone No.

Supply & Delivery Conditions:

1. Deliver of item is required: **15 CD upon receipt of PO**

2. Details related to implementation shall be communicated with **EDEN S. LANUZA** End-User.

NOTE: *In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal and the following eligibility requirements:

- Valid Business Permit, Mayor's Permit, Certificate of Business Name (DTI, SEC), Tax Clearance, (50k above), BIR Form 1701 Annual Income tax Return (500k above)
- PhilGEPS Registration No. (Please indicate on the space provided above)
- Original Notarized Omnibus Sworn Statement (50k above) must be submitted before the receipt of NOA and PO
- Must Have Land Bank Account No.

Important:

*Please submit your quotation/s **on or before** **at 09:00 am.**