



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

Document No. **LEM-QP-DILG-AS-RO-10-07**
Rev. No. **00** Rev. Date: **06.15.21** Page: **1 of 1**

MODE OF PROCUREMENT:	SMALL VALUE PROCUREMENT (53.9)	RFQ No.:	GDS-2023-034
Name of Procuring Entity:	DILG	Date:	January 30, 2023
Office/End User:	LGCCD		
Company Name:			
Address:			
PHIGEPS 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 55,300.00

ALFREDO L. SALLAN
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 for the support of "Follow-Through of the Capacity Development Program for CSO'S in Local Special Bodies in the 1st Quarter of 2023.

1	HDMI CABLE (MALE to MALE HDMI Cable, 10 meters, black, PVC Jacket)	1	Pc	1,320.00					
2	Intel i7-10700 + H510 Mobo 8 GB RAM/240 G SSD/ Powerlogic Case w/ PSU Keyboard and Mouse AVR/Speaker Windows 11 Home 64 Bit *Supplier will Install the OS	1	Set	32,800.00					
3	Autofocus HD 1080p Camera	1	Pc	2,400.00					
4	2 Sets ink for brother DCP- T720DW Printer	2	Set	3,640.00					
5	27- in LED Monitor	1	Pc	11,300.00					
6	1000 VA UPS	1	Pc	3,840.00					

Purchase Request GDS-2023-01-034
Approved and Funded PPMP

55,300.00

Warranty _____ **Price Validity** _____
After having carefully read and accepted your General Conditions, I/WE quote on the Item(s) at prices noted above.

Printed Name/Signature/Date

Tel. No./Cellphone No.

Supply & Delivery Conditions:

- Deliver of item is required: 15 Calendar Days upon receipt of PO.
- Details related to implementation shall be communicated with MA. RUTHEL P. GIGANTOCA 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 (DTL SEC), Tax Clearance (500k 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

***Preferably with LANDBANK ACCOUNT: In the absence of a LANDBANK account, the service charge will be shouldered by the supplier ***

Important:

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