



REQUEST FOR QUOTATIONS

Purchase of IT Equipment for the use of PDMU's Operation

The DEPARTMENT OF INTERIOR AND LOCAL GOVERNMENT (DILG), through the Procurement Service intends to apply the sum of **One Hundred Eighty-One Thousand Eight Hundred Ninety-Eight Pesos (Php181,898.00)** being the Approved Budget for the Contract to payments for the contract: **Purchase of IT Equipment for the use of PDMU's Operation.**

The DEPARTMENT OF INTERIOR AND LOCAL GOVERNMENT (DILG) now invites technically, legally and financially capable suppliers to submit quotations for the **Purchase of IT Equipment for the use of PDMU's Operation.**

The Bids and Awards Committee (BAC) will invite sufficient number of suppliers (at least three [3] suppliers of good standing) to ensure effective competition. The selection of the successful offer shall be based on the best and final offer that will be submitted on a specified date, which should meet this Office's minimum technical requirements and does not exceed the ABC.


Procurement will be conducted through Negotiated **SMALL VALUE PROCUREMENT (53.9)** an alternative method of procurement specified and prescribed under rule XVI - Alternative Modes of Procurement of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as Government Procurement Reform Act.

The deadline for the submission of quotations/proposals is on 22 MAY 2023, 9:00 AM, which shall be delivered to the BAC Secretariat, 2nd floor Regional Office No. 5, Rizal St., Legazpi City. Late quotations/proposals shall not be accepted.

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT (DILG) reserves the right to accept or reject any or all the bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please contact the BAC Secretariat Office, 2nd floor Regional Office No. 5, Rizal St., Legazpi City, and Telephone: (052) 830-4774 or at CP No. 0960-8916350.

Approved:


DARLYN D. AYENDE
BAC Chairperson



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

Document Code:
FM-QP-DILG-AS-RO-10-07
 Rev. No. Eff. Date Page
 00 06.15.21 1 of 1

MODE OF PROCUREMENT:	SMALL VALUE PROCUREMENT (53.9)	RFQ No.:	GDS-2023-147
Name of Procuring Entity:	DILG	Date:	May 8, 2023
Office/End User:	PDMU		
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 181,898.00

[Signature]
DARLYN D. AYENDE
 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 Equipment for the use of PDMU's Operation								
Printer Print, Scan, Copy, Fax with ADF -Compact integrated tank design -High Yield ink Bottles -Spill-free, error-free refilling -Wi-fi, Wi-fi Direct -Seamless setup via Smart Panel -Borderless printing up to 4R	10	Pcs	150,000.00					
Wireless Portable Color Document Scanner -Lightweight, portable document scanner -Up to 15ppm scan speed -One-Touch scanning -Powered via USB, AC Adapter or built-in battery	3	Pcs	25,500.00					
HDMI Cable, Male to Male, 20 meters	2	Pcs	6,398.00					

Purchase Request GDS-2023-05-147
 Approved and Funded PPMP

181,898.00

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: within 10 calendar days upon receipt of Purchase Order
 - Details related to implementation shall be communicated with **Leandro S. 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 (DTI, 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 ACCOLINI: 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 **22 MAY 2023** at 09:00 am.