

Republic of the Philippines

REGION XI SCHOOLS DIVISION OF DIGOS CITY

REQUEST FOR QUOTATION

The **Department of Education, Schools Division of Digos City**, through its Bids and Awards Committee, intends to invite eligible bidder for the "<u>PROCUREMENT AND DELIVERY of Desktop Computer for Project No. 24-11-127: Procurement of Desktop Computer Set"</u> for CY 2024 in accordance with the provisions of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **Fifty-One Thousand Six Hundred Eighty-Two Pesos Only (P51,682.00).**

Please quote your **best offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by your authorized representative **not later than November 19, 2024, 1:30 PM** at the DepEd Schools Division Office-Digos City, Roxas cor. Lopez Jaena Street, Zone II, Digos City, Davao del Sur. **Quotations** may also be submitted <u>through facsimile or email at the address and contact numbers indicated below.</u>

A copy of your **2024 Business/Mayor's Permit and PhilGEPS Registration Number** is also required to be submitted along with your signed quotation/proposal. A valid Certificate of PhilGEPS Registration (Platinum Membership) may be submitted in lieu of the Mayor's/Business Permit.

For any clarification, you may contact us at telephone no. **(082)-553-8396,** or email address at bac.digoscity@deped.gov.ph.

MARIA GENEVIEVE T. FRANCISQUETE, Ed.D.

BAC Chairperson
For and in the absence of the Chairperson:

CLARENCE S. PILLERIN

BAC Vice-Chairperson

		Date: November 14, 2024
Name of Company	:	
Address	:	
Contact Number Name of Store/Shop Address	:	
	:	
	:	
TIN	:	
PhilGEPS Registration Number	:	
RFQ Number	: 24-11-127	

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.(3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.
- (5) Bidders must have a physical store with readily available supplies in case in need of post-qualification evaluation.

Sir/Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

TECHNICAL SPECIFICATION

Please quote your best offer for the item/s below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

Item	Unit	Description	Total Quantity	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
Lot 1		Procurement and Delivery of:	-		
	set	Desktop Computer Package, Non-cloned	1		
		With minimum technical specifications:			
		Core i5 Processor 13th Generation			
		24-inch Flat Screen LED Monitor			
		8GB RAM DDR4 Memory			
		500GB M.2 (main) plus 1TB HDD Storage Additional			
		With Uninterruptible Power Supply (UPS), Keyboard, and Mouse			
		With License Windows 11 OS			
		1-year Warranty of Parts and Services			
		The PC Brand must have available service center within Digos City or Davao Ci	ty		
	-				
			-		

^{*}The above quoted prices are inclusive of all costs and applicable taxes

Financial Offer				
Approved Budget for the Contract				
Fifty One Thousand Six Hundred Eighty Two Pesos Only P51,682.00	In words: In figures:			

	Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user.				
Banking Institution					
Account Number					
Account Name					
Branch					
		SCHEDULE OF REQUIR	REMENTS		
The deliver	y schedule e	xpressed as weeks/months stipulates	hereafter the delivery date to the project site.		
SCHEDULE OF REQUIREM	IENTS	Delivery Schedule			
Delivery of goods/supplies (enumerated under Technical Specifications)		Within 10 days upon receipt of Purchase Order.			
		TERMS AND CONDIT	TIONS:		
Bidders shall provide correct and a	ccurate infor	mation required in this form.			
			of authorization of authoritan		
2. Price quotation/s must be valid for	a period or :	ixty (60) calendar days from the date	or submission or quotation.		
3. Price quotation/s, to be denominat	ed in Philipp	ne peso shall include all taxes, duties	and/or levies payable.		
4. Quotations exceeding the Approve	d Budget for	the Contract shall be rejected.			
		calculated and responsive quotation (fical specifications and other terms and	or goods and infrastructure) or, the highest rated offer (for consulting d conditions stated herein.		
6. Any interlineations, erasures or over	erwriting sha	l be valid only if they are signed or in	itialed by you or any of your duly authorized representative/s.		
7. The item/s shall be delivered accor	rding to the	equirements specified in the Technica	I Specifications.		
8. The DepED shall have the right to	inspect and/	or to test the goods to confirm their o	onformity to the technical specifications.		
The state of the s			d Quotation/Lowest Calculated and Responsive Quotation, DepED shall winning provider in accordance with GPPB Circular 06-2005.		
			e required supporting documents, in accordance with existing nding bank transfer fee, if any, shall be chargeable to the		
Signature over printed name			Office Telephone/Fax/Mobile no.		