



BIDS AND AWARDS COMMITTEE

2/F A.P. Bonto Bldg., Bicol University Main Campus, Rizal St., Legazpi City
Mobile No. 09171874046
Telefax: (052) 830-4310
university-bac@bicol-u.edu.ph

Solicitation # 218-24-AMP

REQUEST FOR QUOTATIONS

Project Title:	Purchase of Four (4) Desktop Computer and One (1) Printer for use in BU Health Services		
ABC:	PhP 332,000.00	Fund Source:	F-05
Mode of Procurement	Negotiated Procurement under Small Value Procurement (Section 53.9)		By lot
Implementing Office/ End-user/s:	UHS / JEANNE MARIE M. MORCOSO-LLANA	Delivery Period/s:	Twenty (20) cd after receipt of Purchase Order
Required Document/s:	<input checked="" type="checkbox"/> Mayor's Permit <input checked="" type="checkbox"/> PhilGEPS Registration Number	<input type="checkbox"/> Income&Business Tax Return <input checked="" type="checkbox"/> Omnibus Sworn Statement	

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions provided at the last portion, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than MAY 22 2024, 12NN sealed in an envelope. Failure to submit with this form the above listed eligibility requirements with check (✓) shall automatically disqualify the bids.

CAROL P. BARRUN

UBAC Secretariat for Goods & Services

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item	Qty/ UOM	Description	Compliance to Specifications		Remarks
			YES	NO	
1	4-unit	<p>Provision of All-in-One Desktop with the following technical specifications:</p> <p>Processor: P-core from 5.0 GHz, E-core from 3.7 GHz, 18 MB cache, 4 P core/8 E-core/16-thread, Memory: 16GB DDR4 Hard Disk Drive: 512 GB SSD Graphics: 2 GB of GDDR6 Operating System: Windows 11with Lifetime MS Office for Home & Student Webcam: Integrated 5.0 MP Full HD webcam with 2 stereo microphones Audio: Built-in stereo speakers Networking: WLAN 802.11ax/ac/a/b/g/n, Wi-Fi 6E and Bluetooth 5 LAN Gigabit Ethernet Standard I/O Ports: Front/Side I/O connectors USB 2.0 Type A port(s): 1 Rear I/O connectors HDMI port(s): 2 (in/out) LAN port(s): 1 Audio jack(s): 1 USB Type-CTM port(s): 1 Port 1 - USB 2.0/3.0 Expansion Slots M.2 slot (for SSD): 1 M.2 slot (for WLAN): 1* Power Supply and Adapter: Required Keyboard & Mouse: USB Wired Keyboard & Wired Mouse Speakers: Built-in stereo speakers Display max resolution: 1920*1080 Backlight: LED Brightness (cd/m2): 250nits Aspect ratio: 16:9"</p> <p>Warranty: 1 Year Parts - 1 Year Labor 1-year Antivirus subscription</p>			



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2	1-unit	<p>Provision of Printer with the following technical specifications:</p> <p>FUNCTIONS: Print, Scan, Copy PRINTER TYPE: Inkjet Printer PRODUCT DIMENSIONS (WIDTH X DEPTH X HEIGHT) 435 mm x 380 mm x 195 mm PRINT SPEED: 17 (Mono) / 16.5 (Col) ipm FPOT: 6 (Mono) / 6.5 (Col) seconds PRINT RESOLUTION: Up to 1,200 x 6,000 dpi PAPER INPUT - PAPER TRAY #1 - PORTRAIT A4, Letter, Executive, A5, A6 PAPER INPUT - MANUAL FEED SLOT - PORTRAIT A4, Letter, Executive, A5, A6 COPY Copy: COLOURED and MONOCHROME COPY WIDTH MULTIPLE COPIES: Up to 99 pages ENLARGE/REDUCE: 25% to 400% in increments of 1% RESOLUTION: Print: Max. 1200x2400 dpi, Scan: Max. 1200x600 dpi SCAN Scan: COLOUR SCANNING and MONOCHROME RESOLUTION - INTERPOLATED: Up to 19200x19200 dpi RESOLUTION - SCANNER GLASS: Up to 1,200 dpi x 2,400 dpi RESOLUTION - ADF: Up to 1,200 dpi x 600 dpi Connectivity: USB, Hi-Speed USB 2.0 Wireless Lan IEEE 802.11 b/g/n (Infrastructure), IEEE 802.11 g/n (Wi-Fi Direct)</p> <p>1 years warranty</p>			
Delivery Compliance:				BID PRICE:	
Payment Term:				Price Validity	

Printed Name / Signature / T.I.N

Contact numbers/e-mail address



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TERMS & CONDITIONS

1. All entries must be typewritten or in BLOCK LETTERS;
2. Bidders shall provide correct and accurate information required in this form.
3. The following shall be observed in accomplishing the Quotation/Proposal forms:

Item	Qty/ UOM	Description	Compliance to Specifications		Remarks
			YES	NO	
1					
Delivery Compliance:			BID PRICE:		
Payment Term:			Price Validity		

1. Check if compliant with the specifications or not;
2. State the brand/model offered and/or alternate offer if checked "NO" in the compliance;
3. State the bid price in accordance with the UOM.

4. Detailed literature or brochure of the offer, as may be applicable, shall be submitted to support statement of compliance of the technical specifications;
5. Price quotation/s must be valid for a period of **45 calendar days** from the submission date.
6. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable, and quotations exceeding the Approved Budget for the Contract shall be rejected.
7. Cash on Delivery (C.O.D) as payment term is not allowed per agency Accounting Policy.
8. Bids with no Payment Term and/or Delivery Term indicated shall be understood to be in adherence with the standard Government Terms and/or conditions stipulated in these forms;
9. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein;
10. Proposal/Quotation forms issued by the designated canvasser or those acquired electronically, either downloaded from the BU website or the PhilGEPS or requested thru e-mail, shall bear original signature over printed name of the authorized representative of the bidder;
11. Submission of proposal/quotation forms through e-mail shall be allowed, specifically for suppliers outside the Province of Albay, provided that the originally signed forms shall be transmitted to BAC Secretariat through courier; non-receipt of which shall automatically disqualify the bids;
12. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s;
13. The document requirements which shall be submitted with the proposals/quotations shall be in accordance with Annex "H", Appendix A (*Documentary Requirement for Alternative Methods of Procurement*) of the 2016 IRR of R.A. 9184;
14. Proposals and documents shall be submitted on the following address:

The BAC Chairperson
 2/F A.P. Bonto Bldg., Bicol University Main Campus, Rizal St., Legazpi City
 (052) 742-5922

15. The Bicol University-BAC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical requirements.
16. Implementation of the project shall be in accordance with the provisions of the Revised Rules and Regulations of R.A. 9184.