

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
KALAHI-CIDSS NATIONAL COMMUNITY DRIVEN DEVELOPMENT PROJECT
Field Office VII
MJ Cuenco Avenue, Cebu City
Telephone No. 233-0261

REQUEST FOR QUOTATION OF GOODS

Date of Request: **December 15, 2022** RFQ No. **KC-NCDDP-AF7-2022-0002**

Company name: _____
Address: _____
Contact Person: _____
Contact Number: _____

Sir/Madam: _____

1. The National Community Driven Development Project - Additional Financing (NCDDP-AF) hereby requests you to submit price quotations for the following items in Annex A:

To assist you in the preparation of your price quotation, we enclose the necessary technical specifications and required quantities.

2. You may quote for any or more items under this request. Each item shall be evaluated and contract awarded separately to the supplier(s)/ service providers offering the lowest evaluated price on per;

Item Basis *Total Quoted* *Lot Basis*

3. Your quotation in duplicate and in the English language, should be accompanied by adequate technical documentation and catalogue(s) and other printed materials or pertinent information in English for each item quoted, including names and addresses of supplier(s) / service provider(s) providing after sales service facilities in the Philippines.

4. The deadline for receipt of your quotation (s) by the KC-NCDDP-AF at the address indicated in the Paragraph 6 is:
December 19, 2022, 3:00PM.

5. Your quotation(s) should be submitted as per the following instruction and in accordance with the Terms and Conditions including the following:

a. Prices: The prices should be quoted for **ICT Equipment** to be delivered within **DSWD FO VII, Cebu City.**

b. **Evaluation of Quotations:** Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices. In evaluating the quotations, the Purchaser will adjust any arithmetical errors as follows:

- i. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern;
- ii. where there is a discrepancy between the unit rates and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
- iii. if a Supplier refuses to accept the correction, his quotation will be rejected.

In addition to the quoted price, the evaluated price shall include Value Added Tax and other necessary taxes as specified herein.

iv. **Award of Purchase Order:** The award will be made to the bidder offering the lowest evaluated price that meets the technical and financial requirements.

v. **Validity of the Offer:** Your quotation(s) should be valid for a period of sixty (60) calendar days from the deadline for receipt of quotation(s) indicated in the paragraph 4 of this Request for Quotation.

vi. If the **supplier/service provider** withdraw your quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then the supplier(s)/ service provider(s) will be excluded from the list of NCDDP-AF suppliers for the project for two years.

vii. If the **supplier/service provider** does not start the delivery or perform the services under the contract/PO within **30 days** (after signing of the contract) without valid reason acceptable to the procuring entity (DSWD), the contract may be terminated through a notice to be issued by the head of the procuring entity (HOPE); the procuring entity shall proceed to negotiate with the succeeding responsive supplier/s; otherwise re-canvass.

viii. **Liquidated damages/penalty:** In case of failure to make the full delivery within the time specified in the delivery terms, a penalty of one percent of the undelivered cost for every day of delay shall be imposed.

6. Further information can be obtained from: **DSWD Field Office VII- Kalahi CIDSS Office**
M.J. Cuenco Ave. cor. Gen. Maxilom Ave., Cebu City

Telephone : **(032) 233-8785; 233-0261; 231-2172 local 17126**

E-mail Address : **kc.af7.procurement@gmail.com**

7. Please confirm by fax / e-mail the receipt of this request and whether or not you will submit the price quotation(s).

Sincerely yours,

ENGR. EMMANUEL M. EDLES

Head, Procurement & Supply and Asset & Property
Contact #: **(032) 233-8785; 233-0261; 231-2172 local 17126**

(Signature over printed name)

Supplier

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

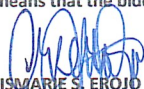
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Company Name : _____
Company Address : _____
TAX ID No.: _____
Contact Person : _____
Contact No. : _____

Item No.	Qty	Unit	Purchaser's Specifications	Supplier/Service Provider's Specifications (Please write the detailed specifications in the space provided)	Unit Cost	Total Cost
11	SET	DESKTOP	1. Processor: CPU Architecture Technology: Processor model should at least be the latest release Base Speed Frequency: 3.7 GHz, up to 4.4 GHz Cores: ≥ 4 Cores 8 threads Cache: ≥ 6MB Cache 2. Operating System: Latest Stable Proprietary OS 64-bit Version: Professional version The Supplier must provide a certificate of authorized resellership of the operating system. 3. Office Productivity Software: Type: Latest Stable Proprietary OPS for Corporate Application Perpetual Version: Standard, Inclusive of Word Processor, Spreadsheet, Presentation & Email for offline use 4. Memory: Capacity: ≥ 8 Gb DDR4 Speed: DDR4-3200mhz 5. Keyboard: Std English (same brand as PC) 6. Pointing Devices/Mouse: Type: Standard Optical Mouse (same brand as PC) 7. Graphics Controller: Integrated			
			8. I/O Ports: All ports should be INTEGRATED/BUILT-IN (no USB conversions/extension/adapters) ≥ 4 x USB 3.0 port, 2 Front and 2 Back 1 x headphone / microphone or combo jack 1 x RJ-45 LAN port 1 x DisplayPort and 1 x HDMI 9. Display: ≥ 21" LED Technology with Displayport and HDMI 10. Hard Drive: ≥ 256GB SSD M.2 + 1 TB HDD 11. Sound Controller: Integrated/built-in High Definition Audio system 12. Battery/UPS: ≥ 500 VA with AVR 13. Power Supply: Manufacturer Standard Power Supply 14. Communication: MUST BE INTEGRATED / BUILT-IN (no USB conversions/extension) Wireless - Dual Band Wireless - 802.11 ac/a/b/g/n; Ethernet - Integrated 10/100/1000 Base-TX			
			15. Warranty & SLA: Three (3) years Hardware Warranty One (1) year on Mouse, Keyboard, UPS < 4 hours' response time for issues reported (thru Help Desk) For reported hardware replacement, the Service Provider shall be the one to pull out the unit. 16. To protect DSWD from unreliable and unproven products the following is required: 1. Manufacturer of the proposed brand should be ISO 9000 certified 2. Proposed BRAND should be Energy Star compliant and have an existing technical web support system where the brand providers/ bidders can log-in and key-in product service codes/item codes for faster tracking of defective / RMA products and faster turn-around of technical support 3. With at least 1 or more accredited service center in the area 4. Manufacturer's proposed brand is an International Brand Name, marketed globally and have international presense (physical stores, centers, satellite offices) in at least 5 countries. The brand should be marketed continuously in the Philippines for the last ten (10) years.			
			XXXX page 1 of 1 XXXX			
Approved Budget for the Contract: Php 524,997.00				TOTAL		
Charge to: KC-AF						
End User: KC						

PURPOSE : For KC-NCDDP-AF Staff Use
PR No. KC-NCDDP-AF7-2022-0002

IMPORTANT : The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) or Letter Order (L.O.) within three (3)days from the date of receipt. FAILURE to sign the original P.O. / L.O. means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.


CRISMARIE S. EROID

(Signature over printed name)

Canvasser
Contact #: 0936-525-3891

(Signature over printed name)
Supplier