



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII
Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

REQUEST FOR QUOTATION SHOPPING

RFQ No. : **DSWD7-2024-0262**

Date : **March 11, 2024**

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
PhilGEPS Registration No.: _____

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in **Annex A**, please attach in your quotation a duly notarized certification to this effect.

Interested service providers are required to submit true copies of their valid **Mayor's/Business Permit & Philgeps Registration Number** upon submission of quotation.

Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **March 14, 2024 at 5:00PM.**

Very truly yours,


ENGR. EMMANUEL M. EDLES
AO V/Head, Procurement Management Section

Terms and Conditions:

- Award shall be made on per: ☐ item basis ☒ total quoted price ☐ lot basis
- Quotation validity shall be not less than **60 calendar days.**
- Good/s or Services shall be delivered **within 30 days calendar from receipt and conformity of Purchase Order.**
- Place of Delivery: **DSWD FO VII, Corner M.J. Cuenco Avenue and Gen. Maxilom Ext., Carreta, Cebu City**
- Terms of Payment: **within 30 days from the receipt of billing statement.**
- Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.
- Warranty period, if applicable: _____


BONAPARTE D. CASEÑAS II
Canvasser

I am interested to quote and agree to the terms and conditions.

(Signature over Printed Name of Supplier / Service
Provider / Authorized Representative)



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII, Cebu City

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Company Address _____
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Tin Number: _____

RFQ No. DSWD7-2024-0262

Date: March 11, 2024

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	4	unit	Supply and Delivery of Laptop				
			<p>1. Processor: CPU Architecture Technology: Processor model should at least be the latest release Speed Frequency: 2.2 GHz, up to 5.0 GHz Cores: ≥ 8 Cores Cache: ≥ 12MB Smart Cache</p> <p>2. Operating System: Type: Latest Stable Proprietary OS 64-bit Version: Professional version (Must have the capability to join Active Directory) A certificate of Authenticity (COA) Genuine Label or Equivalent of the license from the OS provider should be provided (Holographic Image Sticker)</p> <p>3. Office Productivity Software: Type: Latest Stable Proprietary OPS for Corporate Application Perpetual Version: Business, Inclusive of Word Processor, Spreadsheet, Presentation & Email for offline use</p> <p>4. Memory: Capacity: ≥ 8 Gb DDR4 Speed: DDR4 - ≥ 3200 mhz</p> <p>5. Keyboard: Built-in</p>				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			6. Pointing Devices/Mouse: Type: Touchpad with multi-gesture and scrolling function and inclusive of Standard Optical Mouse USB (mouse should be the same brand of the laptop being offered) 7. Graphics Controller: Integrated 8. I/O Ports: All ports should be INTEGRATED/BUILT-IN (no conversions/extension/adapters except on Ethernet Lan) ≥ 2 x USB 3.0 port 1 x headphone / microphone or combo jack 1 x RJ-45 LAN port (conversion accepted) 1 x HDMI 1 x Type-C Port 9. Display: ≥14" inch LED Display with a built-in webcam 10. Hard Drive: ≥ 512gb M.2 11. Sound Controller: Integrated/built-in High Definition Audio system 12. Weight: ≤ 1.6 kg. including battery 13. Communication: MUST BE INTEGRATED / BUILT-IN (no USB conversions/extension/adapters) a .Wireless - Integrated Dual Band Wireless - 802.11 ac/a/b/g/n; Bluetooth 4.0 b. Ethernet - Integrated 10/100/1000 Base-TX 14. Battery: Battery at least 6 hours' operation with one full charge				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<p>15. Carrying Case: Laptop Bag (Same brand as the offered)</p> <p>16. Warranty & SLA: Three (3) years Hardware Warranty One (1) year on Mouse < 4 hours' response time for issues reported (thru Help Desk) A Service Unit must be issued for a unit that can't be repaired within the day. (For Central Office Only)</p> <p>For reported hardware replacement, the Service Provider shall be the one to pull out the unit.</p> <p>17. To protect DSWD from unreliable and unproven products the following is required:</p> <ul style="list-style-type: none"> • Proposed brand should be ISO 9000 certified or better • Proposed brand should be Energy Star Compliant or equivalent • Proposed brand should 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 • Proposed brand must be capable of supporting Nationwide deployment and with at least 1 or more accredited Service Centers in Luzon, Visayas and Mindanao (Proof or List of Nationwide Service Center should be submitted) • Proposed brand is an International Brand Name, which means that the brand is known and marketed globally and has an international presence (physical stores, centers, or satellite offices) in at least 5 countries. Further, the brand should be sold and marketed continuously in the Philippines for the last ten (10) years 				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<p>Manufacturers offered model should be available in the Market and should not be custom-made or made to order just to comply with the specification.</p> <p>Place of Delivery: DSWD F.O VII, Corner MJ Cuenco and Gen. Maxilom Avenues, Barangay Carreta , Cebu City, Philippines</p>				
Approved Budget for the Contract: Php 199,996.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: DRMD							
PURPOSE : To be used by Disaster Response Management Division Staff							

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.


BONAPARTE D. CASEÑAS II
 Canvasser

 Signature of Supplier / Authorized Representative
 Over Printed Name

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