



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. : DSWD7-2025-0605  
Date : May 5, 2025

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 supplier/s are required to submit true copies of their **valid Mayor's Permit and Philgeps Registration Number** upon submission of quotation/s.


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) 887-9720; 233-0261; 231-2172 local 17140 or 17110 or e-mail to bac.fo7@dswd.gov.ph on or before **May 9, 2025 at 05:00PM**.

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: \_\_\_\_\_

  
**CHARL ALBERT J. TORREFIEL**  
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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Contact Person \_\_\_\_\_  
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PhilGEPS Registration No.: \_\_\_\_\_  
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RFQ No. DSWD7-2025-0605


Date: May 5, 2025

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	15	unit	<b>Supply and Delivery of Laptops for DSWD FO NIR 4Ps</b>  <b>-Processor:</b> Frequency: At least 3.4GHz to 4.6GHz maximum boost technology Cores: At least 10 Cores in total Threads: At least 12 Threads in total Cache: At least 12MB  <b>-Boot Screen:</b> DSWD official Logo  <b>-Operating System:</b> Type: Latest Stable Proprietary OS 64-bit Version: Professional version (Capability to join Active Directory)  <b>-Office Productivity Software:</b> Type: Latest Stable Proprietary OPS for Corporate Application Perpetual License Version: Standard, Inclusive of Word Processor, Spreadsheet, and Presentation  <b>-Memory:</b> Capacity: At least 8Gb DDR4  <b>-Input Devices:</b> Keyboard: Built-in with Backlight Input Type: Touchpad with multi-gesture and scrolling function Inclusion: Standard Optical Mouse USB (mouse should be the same brand of the laptop being offered)  <b>-Graphics Controller:</b> Integrated UHD graphics  <b>-I/O Ports:</b> 2 x USB 3.2 Type A port 1 x USB 3.2 Type C port 1 x RJ-45 LAN port 1 x HDMI  <b>-Display:</b> At least 15.6 inches LED/LCD Display with a built-in webcam  <b>-Storage:</b> At least 512GB NVMe SSD  <b>-Card Reader:</b> Micro SD card				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<p><b>-Communication:</b> Wireless LAN: 802.11 ac/a/b/g/n/ac/ax Bluetooth: At least Version 5.1 Ethernet: Gigabit Ethernet</p> <p><b>-Battery:</b> At least 11 hours' runtime, Lithium Ion</p> <p><b>-Audio:</b> Optimized bass response, micro speaker distortion prevention, microphone noise reduction</p> <p><b>-Endpoint Protection:</b> Antivirus and Anti-Ransomware (with Unified Management; Active Directory sync; Tamper and Threat Protection; Exploit Prevention and Mitigation; Data Loss Prevention, Suspicious Behavior Detection; Advanced Deep Learning)</p> <p><b>-Warranty &amp; SLA:</b> Three (3) years Hardware Warranty One (1) year on Mouse At most 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.</p> <p><b>ADDITIONAL SPECIFICATIONS:</b></p> <p>To protect DSWD from unreliable and unproven products the following are required:</p> <p>a. Providers must have a certificate from the Operating System manufacturer as authorized reseller/dealer and/or a vendor partner.</p> <p>b. Providers must present Manufacturer's parts replacement certification and logistics warehouse location (Preferably within Dumaguete City, Bacolod and Ilo-Ilo City) to prove they can meet 4-hour on-site response time.</p> <p>c.Providers should have a support office (with standby Support Engineers) within Dumaguete City and nearby cities and/or municipalities.</p> <p>d.Providers must present a valid and verifiable Warranty Certificate from the Equipment Manufacturer indicating their Name as Partner and Level of Partnership.</p> <p>e.Providers must present valid and verifiable Certificate that they are allowed to sell products under the category of Computers.</p>				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<p>f. Offered brand of the laptop computers must be present and available in the Philippine market in the last ten (10) years. And is marketed globally and have an international presence (physical stores, centers, or offices) in at least 5 countries.</p> <p>g. Offered laptop models should be available in the Market and should not be custom-made or made to order just to comply with the required specifications.</p>				
<b>TOTAL</b>							
Approved Budget for the Contract: <b>Php 698,715.00</b>				Note:			
End User: <b>OPD-PANTAWID</b>				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
<b>PURPOSE :</b> Supply and Delivery of Laptops for DSWD FO NIR 4Ps employees - Dumaguete City							

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

  
**CHARL ALBERT J. TORREFIEL**  
 Canvasser

\_\_\_\_\_  
 Signature of Supplier / Authorized Representative Over  
 Printed Name

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