



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. : DSWD7-2025-0931
Date : June 18, 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.

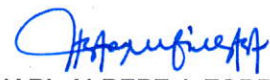
Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 887-9720; 233-0261; 231-2172 local 17140 or 17110 or e-mail to bac.fo7@dswd.gov.ph on or before **June 23, 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)



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Date: June 18, 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	20	unit	Supply and Delivery of Laptop Computer Specifications: 1. Processor a. CPU Architecture Technology: Processor model should atleast be the latest release available in the market b. Speed Frequency : 3.4GHz, up to 4.6 GHz c. Cores: > 8 Cores (4Pcores + 4Ecores d. Cache > 12 MB Smart Cache 2. Operating System: a. Type : Latest Stable Proprietary OS 64-bit b. Version: Professional version (must have the capability to join Active Directory) c. Proof of Authenticity/Genuineness from the software Provider 3. Office Productivity Software: g. Type: Latest Stable Proprietary OPS for Corporate Application Perpetual (MS Office 365 basic) h. Version: Business, Inclusive of word Processor, Spreadsheet, Presentation & emial for offline use i. Proof of Authenticity/Genuineness from the software Provider 4. Memory: a. Capacity : > 16 Gb DDR4 b. Speed : DDR4 - > 3200 mhz 5. Keyboard : Built-in				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<p>6. Pointing Devices/Mouse :</p> <p>a. 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</p> <p>7. Graphics Controller : Integrated</p> <p>8. I/O Ports : All Ports should be INTEGRATED/BUILT-IN (no conversions/extension /adapters except on Ethernet Lan)</p> <p>a. > 2xUSB 3.0 port</p> <p>b. 1x headphone /microphone or combo jack</p> <p>c. 1x RJ-45 LAN port)</p> <p>d. 1x HDMI</p> <p>e. 1 x Type-C Port</p> <p>9. Display: > 16" inch LED Display with a built webcam</p> <p>10. Hard Drive : > 512gb M.2</p> <p>11. Sound Controller: Integrated/built-in</p> <p>12. Weight < 1.8 kg. including battery</p> <p>13. Communication: MUST BE INTEGRATED/BUILT-IN (no USB conversiona/extension /adapters)</p> <p>a. Wireless- Integrated Dual Band Wireless 802.11 ac/a/b/g/n; Bluetooth 4.0</p> <p>14. Battery : Battery atleast 6 hours operation with one full charge</p> <p>15. Carrying Case : Laptop Bag(thesame as the brand offered)</p> <p>16. Warranty & SLA</p> <p>a. Three(3) years Hardware Warranty</p> <p>b. One (1) year Mouse</p> <p>c. < 4 hours response time for issues reported (thru Help Desk)</p> <p>d. For reported hardware replacement, the Service Provider shall be the one to pull out the unit</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>17. To protect DSWD from unreliable and unproven products the following is required:</p> <p>a. Proposed brand should be ISO 9000 certified or better</p> <p>b. Proposed brand should be Energy Star Compliant or equivalent</p> <p>c. 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</p> <p>d. Proposed brand must be capable of supporting Nationwide deployment and with atleast 1 or more accredited Service Centers in Visayas (Proof or List of Service Centers particular in Visayas Metro Cebu should be Submitted)</p> <p>e. Proposed Brand is an International 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 atleast 5 counters . Further, the brand should be sold and marketed continuously in the Philippines for the last ten(10) years</p> <p>f. 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>18. Delivery period 30 Calendar Days</p> <p>WARRANTY: at least 1 year</p>				
Total:							
Approved Budget for the Contract: Php 998,000.00				Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.			
End User: CIS							
PURPOSE : For AKAP use							

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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