



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

REQUEST FOR QUOTATION SMALL VALUE PROCUREMENT

RFQ No. : DSWD7-2025-1117
Date : July 23, 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** in accordance with Implementing Rules and Regulations of Republic Act 12009. Failure to indicate required information/s 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 or service provider/s is/are required to submit true copies of **valid Business/Mayor's Permit** and **Philgeps Registration Number** upon submission of the quotation/s. An **Omnibus Sworn Statement** is required prior to award.


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; 232-0261; 231-2172 local 17140 or 17110 or e-mail to bac.fo7@dswd.gov.ph on or before **July 28, 2025 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 calendar days after the 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**
- 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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Field Office VII, Cebu City

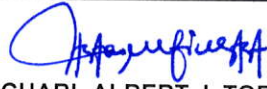
Company Name _____
Company Address _____
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Tin Number: _____

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Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	19	unit	Supply and Delivery of Computer Desktop Set Specifications: 1. Processor: a. CPU Architecture Technology: Atleast release in 2023 or later b. Performance Cores: 2.4GHz upto 4.9 GHz Efficiency Cores , Speed Frequency: 1.8 GHz upto 3.6 GHz c. Cores: 10 Cores d. Cache: 24 MB 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: Type: Latest stable proprietary OPS for corporate application perpetual a. Version: Business, inclusive of word Processor, Spreadsheet, presentation, & email for Offline use; b. Proof of Authenticity/Genuineness from the Software Provider 4. Memory: a. Capacity: ≥ 8 Gb DDR5 b. Speed: DDR5-5200MT/s 5. Keyboard: Standard (same brand as PC) 6. Pointing Devices/Mouse: a. Type: Standard Optical Mouse (same brand as PC) 8. I/O Ports: All ports should be INTEGRATED/BUILT-IN a. ≥ 4xUSB 3.0 port, either front or back b. 1x Microphone, Headset combo jack c. 1x RJ -45 LAN port d. 1x Display Port or VGA and 1 x HDI 9. Display: curved ≥23.8" LED Technology with Displayport and HDMI 10. Hard Drive: ≥ 512gb SSD 11. Sound Controller: Integrated/built-in High Definition Audio system				

Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<p>12. Power Supply: ✓</p> <p>a. Manufacturer Standard Power Supply ✓</p> <p>13. Communication: MUST BE INTEGRATED / BUILT-IN (no USB conversions/extension)</p> <p>a. Wireless - Dual Band Wireless - 802.11 ac/a/b/g/n;</p> <p>b. Ethernet - Integrated 10/100/1000 Base-TX</p> <p>14. Warranty & SLA: ✓</p> <p>a. One (1) years Hardware Warranty</p> <p>b. One (1) year on Mouse, Keyboard, UPS</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> <p>15. 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 at least 1 or more accredited Service Centers in Luzon, Visayas and Mindanao ✓</p> <p>e. 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 ✓</p> <p>"Other Terms and Conditions: ✓</p> <p>* Delivery Period: 30 calendar days upon receipt of P.O. ✓</p> <p>* Delivery Area: DSWD FO7 Annex Building , Brgy. Carreta, Cebu City" ✓</p>				
Total:							
Approved Budget for the Contract: Php 949,905.00 ✓				"Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated or may state brand, model and country of origin of item offered, if applicable.			
End User: PSD-CIS ✓							
PURPOSE : Used for CIS Staff on AKAP and AICS related works. ✓							


CHARL ALBERT J. TORREFIEL
 Canvasser

 Signature of Supplier / Authorized
 Representative Over Printed Name