

Bases Conversion and Development Authority (BCDA)
 2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City
 Property and Procurement Management Department (PPMD)

Procurement Division
 Tel. No. 8575-1700 loc. 1782/1784
 Fax No. : 8575-1785

email at uatabion@bcda.gov.ph
REQUEST FOR QUOTATION


(Company Name):

Date: August 15, 2024
 PR #: 0000674

Please quote your lowest price(s) using this form, or your letterhead. Also, take note of the following details:

- 1) Quotation/s shall be addressed to the Head of Procurement Division. Please indicate Solicitation or Reference No.
- 2) Send the said quotation/s to BCDA or fax the same at no. 8575-1785 not later than **AUGUST 22, 2024**
- 3) Quotation/s submitted after the set deadline indicated in item no. 2 shall not be accepted/considered.
- 4) The quotation/proposal shall be properly signed by the authorized representative and/or immediate supervisor.

BCDA reserves the right to accept or reject any or all of the quotations, or waive formally therein, or to accept quotation/s as may be considered most advantageous to the gov't., or to pursue appropriate legal action should the winning bidder/supplier refuse to accept the award without justifiable reason/s.


URSULA N. ARANDELA-TABION
 Canvasser


ALMIRRA S. CLARIGANES
 Chief Administrative Officer (CAO)

TO: BCDA HEAD OF PROCUREMENT						
Per request, below is/are the price(s) of the article(s)/service(s) as indicated under Unit Price:						
QTY (A)	UNIT	DESCRIPTION/SPECIFICATIONS	UNIT COST (ex-VAT) (B)	VAT (C)	TOTAL UNIT COST (D=B+C)	TOTAL AMOUNT (AxD)
4	UNIT	NOTEBOOK/ LAPTOP ABC PER UNIT: PhP90,000.00 (SEE ATTACHED TERMS OF REFERENCE AND TECHNICAL SPECIFICATION)				
1	UNIT	DESKTOP COMPUTER ABC PER UNIT: PhP90,000.00 (SEE ATTACHED TERMS OF REFERENCE AND TECHNICAL SPECIFICATION)				
4	UNIT	NOTEBOOK/ LAPTOP ABC PER UNIT: PhP90,000.00 (SEE ATTACHED TERMS OF REFERENCE AND TECHNICAL SPECIFICATION)				
TOTAL ABC: PhP10,000.00						
Delivery Address: 31st St. Cor. 2nd Avenue, 2/F Bonifacio Technology Center, Bonifacio Global City, Taguig.						
Prospective Suppliers who will bid above the ABC will be DISQUALIFIED						
Suppliers are required to submit the following Documentary Requirements upon submission of quotation:						
1) Valid Mayor's/Business Permit 2) PhilGEPS Registration No. 3) Notarized Omnibus Sworn Statement and Proof of Authorization (e.g., Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable) 4) Business/Income Tax Return (If the ABC is above 500k) 5) BIR Certificate of Registration (BIR Form 2303)						
Note: A) Unnotarized Omnibus Sworn Statement (OSS) is acceptable upon submission of quotation. However, the winning bidder/supplier must submit the duly notarized Omnibus Sworn Statement (OSS) and Proof of Authorization within 5 working days upon notification of the Notice of Award. Noncompliance on the timely submission of OSS is a ground for disqualification.						
B) Suppliers who have previously submitted the above documentary requirements may no longer require its re-submission except for the Omnibus Sworn Statement.						
WARRANTY SECURITY DETAILS						
NOTE: Section 62.1 of RA9184 IRR –For the procurement of Goods, in order to assure that manufacturing defects shall be corrected by the supplier, a warranty security shall be required from the contract awardee for a minimum period of three (3) months, in the case of Expendable Supplies, or a minimum period of one (1) year, in the case of Non-expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies. The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) but not to exceed five percent (5%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) but not to exceed five percent (5%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof: Provided, however, That the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met. For this procurement, we shall be requiring the winning supplier a warranty security for a period of one year in the form of 1% Retention Money or 1% Special Bank Guarantee of the total contract price within 5 working days upon receipt of Purchase Order and Notice to Proceed.						

We hereby certify, that we have prepared, checked and reviewed this quotation.
 This quotation is valid unless revoked in writing which should be done prior to our receipt of the Purchase Order or Job Order.

Printed Name/Signature/DATE

Telephone / Fax Number

TERMS OF REFERENCE/TECHNICAL SPECIFICATION

Notebook 15" - Eight (8) Units
<i>System Specifications:</i>
• Processor: Intel Core i7 14th Generation or Ultra7 155H or higher
• Display: 15 or 16 inch (1920x1080) Anti-glare or higher
• Memory: 16GB DDR4 or higher
• Storage: 1TB GB M.2 SSD or higher
• Ports: 3.2 USB, USB-C, HDMI, RJ45, Audio jack (separate adaptors/connectors accepted)
• Graphics: Integrated or 2GB Graphics memory
• Battery: Li-Polymer Battery
• Camera: HD 720P Camera with Microphone
• Wireless: WLAN 2x2ax + Bluetooth 5.1 or higher
• OS: Genuine Microsoft Windows 11 Pro 64 bit
• MS Office Business & Home
<i>Others:</i>
• Wireless Optical Mouse (same brand)
• Headset or earphone (same or genuine global brand)
• Fingerprint Reader
• With Carrying Case (Backpack type)
• AC Adapter - US
• Must have Energy Star 6.1 or higher; or EPEAT Gold or RoHS compliant
<i>Warranty:</i>
• 3 years Parts and Labor and Onsite (3/3/3)
<i>Others:</i>
• The Bidders must submit a valid Certification from the Product Manufacturer and/or Principal stating that the bidder/contractor is an authorized dealer or reseller of the existing brand.
Note:
Section 62.1 of the revised Implementing Rules and Regulations of R.A. 9184
For the procurement of Goods, in order to assure that manufacturing defects shall be corrected by the supplier, a warranty security shall be required from the contract awardee for a minimum period of three (3) months, in the case of Expendable Supplies, or a minimum period of one (1) year, in the case of Non-expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies.
The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) but not to exceed five percent (5%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) but not to exceed five percent (5%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof: Provided, however, That the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.
For this procurement, we shall be requiring a warranty security for a period of one year in the form of 1% Retention Money or 1% Special Bank Guarantee of the total contract price.




TERMS OF REFERENCE/TECHNICAL SPECIFICATION

Desktop - One (1) Unit
<i>System Specifications:</i>
• Type: AIO or Tiny, Mini, Micro, or equivalent
• Processor: Intel Core i7 14th Gen or higher
• Memory: 16GB DDR4 or higher
• Storage: 1TB M.2 SSD or higher
• Wireless: WLAN 802.11 ax + BT5.1 or higher
• Ports: 2.0 and/or 3.2 USB, USB-C (min of 4 usb ports), HDMI, RJ45, Audio jack; (separate adaptors/connectors accepted),
• Display: 23.8" Display or higher
• OS: Genuine Microsoft Windows 11 Pro 64 bit
• MS Office Business & Home
<i>Others:</i>
• Internal Speaker (external accepted)
• Camera Full HD 1080p (external accepted)
• USB Keyboard and Optical Mouse (same brand)
• Headset or earphone (genuine global brand)
• VESA Mount (for Tiny, Mini, Micro, or equivalent)
• 650 VA UPS
• Must have Energy Star 6.1 or higher; or EPEAT Gold or RoHS compliant
<i>Warranty:</i>
• For the Desktop: 3 years Parts and Labor and Onsite (3/3/3)
• For the UPS: 2 years. ; For the battery: 1 year
<i>Others:</i>
• The Bidders must submit a valid Certification from the Product Manufacturer and/or Principal stating that the bidder/contractor is an authorized dealer or reseller of the existing brand.
Note:
Section 62.1 of the revised Implementing Rules and Regulations of R.A. 9184
For the procurement of Goods, in order to assure that manufacturing defects shall be corrected by the supplier, a warranty security shall be required from the contract awardee for a minimum period of three (3) months, in the case of Expendable Supplies, or a minimum period of one (1) year, in the case of Non-expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies.
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