

**BASES CONVERSION and DEVELOPMENT AUTHORITY**

2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City

Tel. No. 8575-1700 loc. 1782/1784

Fax No. : 8575-1785

Email: samateo@bcda.gov.ph

REQUEST FOR QUOTATION

(Company Name):

Date: 17 September 2025

PR #: PR0001587

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 **22 September 2025**
- 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 refuse to accept the award without justifiable reason/s.


STEFANY A. MATEO
Canvasser
ALMIRA S. CLARIANES
Chief Administrative Officer**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 (A x D)
2	UNIT	LAPTOP/NOTEBOOK System Specifications: <ul style="list-style-type: none">• Processor: Intel Core i7 14th Generation or Ultra 7 155H or higher• Display: 16-inch (1920x1080) Anti-glare• Memory: 16GB DDR4 or higher• Storage: 1 TB GB M.2 SSD or higher• Ports: 3.2 USB, USB-C, HDMI, RJ45, Audio jack (separate adaptors/connectors accepted)• Graphics: Integrated Graphics or 2GB memory or higher• Battery: Li-Polymer Battery• Camera: HD 720P Camera with Microphone or higher• Wireless: WLAN 6E 2x2 ax + Bluetooth 5.1 or higher• OS: Genuine Microsoft Windows 11 Pro 64-bit Others: <ul style="list-style-type: none">• Wireless Optical Mouse (same brand)• Headset or earphone (same brand 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 Warranty: <ul style="list-style-type: none">• 3 years Parts and Labor and Onsite (3/3/3) Notes to the Bidders: <ol style="list-style-type: none">1. The supplier must be an authorized service partner and reseller of the products/units being offered. Please present any proof (Distributorship Cert., MAF, etc.).2. Certification from the Product Manufacturer/Reseller that the products/units being offered are all brand new and original and not refurbished.3. A warranty security shall be required from the contract awardee for a minimum period of one (1) year, after acceptance by BCDA of the delivered supplies as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.4. On-site support shall be provided and addressed by suppliers on the following working day from receipt of notice from BCDA.5. The obligation for the warranty shall be covered by Retention money in an amount equivalent to at least five percent (5%). The said amounts shall only be released after the lapse of the warranty Approved Budget for the Contract (ABC) PHP82,500.00 per UNIT				
TOTAL AMOUNT						₱

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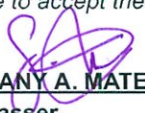
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NOTE: Warranty Security

The winning supplier requires warranty security for a period of three years in the form of 5% Retention Money or 5% Special Bank Guarantee of the total contract price within 5 working days upon receipt of PO and NTP.

Delivery Place: BCDA Office, 2F Bonifacio Technology Center (BTC) Bldg., 31st St., corner 2nd Ave. BGC, Taguig City

Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
 - 2) PhilGEPS Registration No.
 - 3) BIR Certificate of Registration (BIR Form 2303)
 - 4) Omnibus Sworn Statement and Proof of Authorization
- (Upon notification of Notice of Award-winning bidder must submit within 5 working days the duly NOTARIZED OSS and Proof of Authorization e.g., Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)*

Terms and conditions:

Price: **Inclusive of all applicable taxes**
Payment: **NET Thirty (30) calendar days**
Delivery: **60 day/s (upon conforme of P.O.)**
Validity of price: **one (1) month**
WARRANTY: **at least three (3) years**

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

Immediate Supervisor

Telephone / Fax Number