



Office of the President of the Philippines
OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS
BIDS & AWARDS COMMITTEE

REQUEST FOR QUOTATION

24 May 2017

The Office of the Presidential Adviser on the Peace Process (OPAPP) through its Bids & Awards Committee (BAC), invites interested bidders for the Small Value Procurement of six (6) units of desktop computers and five (5) units of laptops. The details of the project are as follows:

A. Name of the Project:	Procurement, Supply & Delivery of six (6) units of desktop computers and five (5) units of laptops.
B. Source of Fund:	General Appropriations Act of 2017
C. Approved Budget for the Contract (ABC):	Nine Hundred Forty Thousand Pesos (Php940,000.00)
D. Mode of Procurement:	Negotiated Procurement – Small Value Procurement (R.A. 9184)
E. Minimum Technical Specifications	Desktop PC with Accessories: <ul style="list-style-type: none">• Processor Speed: 2.80GHz Processor (8M Cache, up to 3.60GHz) or equivalent• Memory: 8GB DDR4-2133• Storage: 2TB 7200RPM 6G 3.5 HDD• Optical Drive: Ultra Slim Tray SuperMulti DVDRW ODD• Memory Card Device: 3-in-1 memory card reader• Network Interface: Integrated 10/100/1000 Gigabit Ethernet LAN• Power Supply: 180 W AC power Adapter• Ports: 2 USB 3.0; 4 USB 2.0; 1 headphone/microphone combo• Expansion Slots: 1 PCIe x16; 1 M.2• Video Connector: 1 HDMI ; 1 VGA• Graphics Card: NVIDIA GeForce GTX750Ti 2GB DDR5• Operating System: Windows 10 or

- higher
- Monitor: 19.5-inch screen size LED monitor or higher
- Connectivity: WiFi 802.11/a/b/g/n/ac (1x1) and Bluetooth 4.0 M.2 combo
- Accessories: Wireless Mouse & Wireless Keyboard
- UPS: -Circuit Protection: Circuit Breaker
 - Power Capacity (VA): 625 VA
 - Battery Runtime Half Load: 11.5 minutes
 - Battery Runtime Full Load: 3.2 minutes
 - Battery Recharge Time: 10 Hours
- MS Office 2017 Home and Business Full Package Product
- Kaspersky 1 PC Internet Security 2017
- Others: one (1) year warranty on unit and spareparts.

II. Laptops:

- Processor Speed: (2.70 - 2.90 GHz)
- Memory: 8GB DDR4 2133 MHz
- Storage: Dual Drives with 128GB Solid State Drive + 1TB 5400 rpm Hard Drive
- Graphics Card: NVIDIA GeForce 940MX with 2 GB GDDR5
- Operating System: Windows 10
- Monitor: 14-inch screen size LED monitor 1920 x 1080 Display
- Connectivity: 802.11ac + Bluetooth 4.2, Dual Band 2.4 & 5 GHz, 1x1
- I/O Ports: 1 HDMITM 1.4a, 1 USB 3.0, 1 USB 3.0 with PowerShare, 1 USB 2.0, 1 Noble lock slot
- Camera: Standard Widescreen HD (720p)
- MS Office 2017 Home and Business Full Package Product
- Kaspersky 1 PC Internet Security 2017
- Battery: 42 WHr, Prismatic 3-Cell Battery
- Accessories: Mouse, and Laptop Bag
- Others: one (1) year warranty on unit and spareparts.

F. *Documentary Requirements:*


- 1) Mayor's/ Business Permit;
- 2) PhilGEPS Registration Certificate;
- 3) Latest Income/ Business Tax Return;
- 4) Omnibus Sworn Statement in accordance with sec. 25.3 of the 2016 IRR of RA 9184;

G. *Terms and Conditions*

1. The ABC is inclusive of applicable taxes.
2. Bid offer exceeding the ABC shall be automatically disqualified.
3. The bid offer must be valid for Thirty (30) calendar days upon receipt by the procuring entity.
4. The HoPE or its duly authorized representative reserves the right to invoke sec. 41 of the 2016 IRR of RA 9184.
5. Documentary requirements must be submitted on or before the deadline of submission of bids. Late bids will not be accepted.
6. Submit you bids in a sealed envelope with (i) your complete (postal) address; & (ii) telephone, fax and email address. ***Unsealed bids will not be accepted.***
7. Product demonstration may be required upon notice to bidder/s.
8. ***The assigned PhilGEPS Reference Number of the procurement must be indicated at the upper right portion of the envelope.***
9. ***Submit a detailed matrix of compliance of technical specifications and table of contents for documentary requirements. Without these requirements, your bid will be considered as non-compliant/disqualified.***
10. If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline of submission of bid ends.
11. ***Place of Delivery & Acceptance:*** IDB Headquarters, #19 San Isidro Avenue, Rosary Heights 10, Cotabato City.
12. Delivery Period: Within thirty (30) calendar days from receipt of Notice of Award.
13. Deadline of Submission of Bids: 1 June 2017, 4:30pm.

The contract will be awarded to the *lowest quotation* and *responsive* to our specifications and requirements. Please submit your quotation, duly signed by your representative, in a sealed envelope address to PAULMARK R. MARTINEZ, 6th Agustin 1 Bldg. F. Ortigas Jr. Road, Ortigas Center, Pasig City.

Sincerely,


MARIA VERONICA B. FORONES
Admin Officer III, IDB

Noted by:


RIZZA LIZZA FARAL-SUNGA
Head, PSS

X ----- X

After having carefully read and accepted your terms and conditions, our best offer for the procurement of the above listed goods is _____ (Please fill-in details: amount in words) _____ (PhP _____ .00). We bind ourselves to deliver within *thirty (30) calendar days* from receipt of your Notice of Award.

Company Name: _____
Name of Authorized Representative: _____
Signature: _____
Position: _____
Telephone No.: _____
Address: _____