



Office of the President of the Philippines
Office of the Presidential Adviser on Peace, Reconciliation and Unity
7th Floor, Agustin 1 Building, F. Ortigas Jr. Road, Ortigas Center, 1605 Pasig City Tel (+632) 636-0701 Fax No: (+632) 638-2216

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Date: August 25, 2022

The Office of the Presidential Adviser on Peace, Reconciliation and Unity (OPAPRU) intends to apply the sum of **One Hundred Sixty-four Thousand Pesos Only (PhP164,000.00)** being the Approved Budget for the Contract (ABC) to be paid for the **Small Value Procurement**, as defined under Section 53.9 of the Implementing Rules and Regulations of RA 9184 the Procurement of **3 Sets of Desktop Computer For HRIS for Manila and Cotabato City** for the period of **5 September 2022**

Lot No.	Goods	Quantity	Specific Technical Requirements
	COMPUTER SET (CPU, MONITOR, UPS)	3	See Annex "A"
	X X X X X		

The OPAPRU now invites contractors/suppliers to submit price quotations for the abovementioned procurement project.

The Contract will be awarded per lot to the lowest quotation and responsive to the specifications and requirements.

For further inquiries and clarifications, you may coordinate with the BAC Secretariat at telephone number (02) 8636 0701 to 06 local 871 or email at bac.secretariat@peace.gov.ph.

Sincerely,


MA. CELIN H. MENDOZA
PPO IV - HRMS



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TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) is inclusive of applicable taxes, fees, and/or levies payable.
2. The Contract shall be awarded to the lowest and responsive bidder. Bid amount exceeding the ABC shall be automatically disqualified.
3. The price quotation must be valid for sixty (60) calendar days from the date of submission of bids.
4. The Bidder shall submit its quotation with the following documents on or before **31 August 2022; 10:00 a.m.** on the address specified below:
 - A. Mayor's/Business Permit
 - B. PhilGEPS Registration Number
 - C. Omnibus Sworn Statement (*Original Copy*)
 - D. Income/Business Tax Return (*note: for ABC above PhP500,000.00*)
5. The abovementioned documents must be properly labeled ("TAB") before submitting to the BAC Secretariat.
6. None submission of any of the document/s will be automatically declared ineligible to bid and hence, the bid shall be disqualified.
7. Bid documents shall be submitted in a *sealed and signed envelope* indicating the Procurement title together with the name of the Bidder, complete mailing address, email address, and telephone or mobile number. Without such details, the bid shall not be accepted.
8. The physical bidding documents shall be submitted personally or via courier on or before the set deadline and time at the:

Bids and Awards Committee Secretariat Office
3rd Floor, Agustin I Building
Emerald Avenue, Ortigas Center
Pasig City
9. The OPAPRU shall conduct an evaluation/inspection of goods to be supplied/procured before an award shall be issued.
10. Subcontracting is not allowed.
11. The delivery of goods shall be completed on or before **5 September 2022**



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12. The place of delivery will be at:

(1) Unit of Desktop

Office of the Presidential Adviser on Peace, Reconciliation and Unity
6th Floor Agustin Bldg. F. Ortigas Center

(2) Unit of Desktop

Office of the Presidential Adviser on Peace, Reconciliation and Unity
DPWH Res Comp. Mintex Datu Odin Sinsuat Maguindanao

13. Payment shall be made to the supplier or distributor within thirty (30) calendar days from complete delivery and submission of pertinent documents for payment as required under existing laws.
14. Replacement of defective item/s shall be made within seven (7) days from receipt of the supplier or distributor of the formal written notice.
15. The OPAPRU reserves the right to reject any and all quotations or bids, declare a failure of bidding or not award the contract in accordance with Section 41 of the IRR of RA 9184.



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QUOTATION FORM

Office of the Presidential Adviser on Peace, Reconciliation and Unity
Agustin I Building, F. Ortigas Jr. Road,
Ortigas Center, Pasig City

Dear Sir/Ma'am:

After having carefully read and accepted your terms and conditions, we are pleased to quote you for the following items:

Lot	Technical Requirements	Quantity	Statement of Compliance <i>(Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered)</i>	Unit Cost	Total Cost
	Form Factor: Mid Tower Processor: 3.7 GHz up to 4.4GHz, 4-Cores, 8-Threads, 6MB Cache Memory: 8GB DRR4 Storage: 256GB M.2 SSD Wired Connectivity: 10/100/1000 Ethernet Wireless Connectivity: 802.11ax, 802.11abgn, 2.4GHz/5GHz Monitor: 18.5" LED Monitor, 200cd/m2, 16.7 million colors, 1366x768 max resolution	3			



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<p>Keyboard: USB Keyboard, Keycaps: A-shape, round edge; cable length: 150cm</p> <p>Mouse: Report Rate: 125Hz; Sensor: Optical; Buttons: 3; Resolution: 1000DPI, Ergonomic Design: Symmetric</p> <p>Uninterruptible Power Supply (UPS): Output Power Capacity: 325 watts/650VA Output Connections: 2 Universal Receptacle Nominal Input Voltage: 230V Max Input Current: 5A Battery Type: Maintenance-free, sealed lead-acid battery with suspended electrolyte leak proof Recharging Time: 4 hours</p>				
**Including DELIVERY FEES				
GRAND TOTAL				

Prices in the above offer are certified true and correct.

Sincerely,

(Signature over Printed Name of the Authorized Representative)

Company Name: _____
Contact No: _____
Email Address: _____



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BIDS AND AWARDS COMMITTEE
ANNEX A

TECHNICAL SPECIFICATION


Title of Procurement Project: PROCUREMENT OF 3 SETS OF DESKTOP COMPUTER FOR HRIS FOR MANILA AND COTABATO OFFICE

Item	Quantity	Unit	Description
	3	Set	Form Factor: Mid Tower Processor: 3.7 GHz up to 4.4GHz, 4-Cores, 8-Threads, 6MB Cache Memory: 8GB DDR4 Storage: 256GB M.2 SSD Wired Connectivity: 10/100/1000 Ethernet Wireless Connectivity: 802.11ax, 802.11abgn, 2.4GHz/5GHz Monitor: 18.5" LED Monitor, 200cd/m2, 16.7 million colors, 1366x768 max resolution Keyboard: USB Keyboard, Keycaps: A-shape, round edge; cable length: 150cm Mouse: Report Rate: 125Hz; Sensor: Optical; Buttons: 3; Resolution: 1000DPI, Ergonomic Design: Symmetric Uninterruptible Power Supply (UPS): Output Power Capacity: 325 watts/650VA Output Connections: 2 Universal Receptacle Nominal Input Voltage: 230V Max Input Current: 5A Battery Type: Maintenance-free, sealed lead-acid battery with suspended electrolyte leak proof Recharging Time: 4 hours Note: Including Delivery Fees

Prepared by:


RENCE ALBERT R. DELA CRUZ
PDO III – HRMS

Noted by:


MA. CELIN H. MENDOZA
PPO IV – HRMS