



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: 7 November, 2022

The Office of the Presidential Adviser on Peace, Reconciliation and Unity (OPAPRU) intends to apply the sum of **Three Hundred Seventy Thousand Pesos Only (PhP370,000.00)** 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 of **Procurement of Office Equipment (Computer Set and VTC Equipment)**.

Lot No.	Goods	Quantity	Specific Technical Requirements
1	Desktop Set	4 units	See Annex "A"
	Video Teleconference Equipment	1 unit	
	Nothing follows		

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,



ATTY. ISHMAEL I. BAHJIN
 Head, Peace Panel and Political Concerns Office



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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 15 November 2022 10:00AM 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 within 30 calendar days upon issuance of Notice of Award (NOA).

12. The place of delivery will be at:

Office of the Presidential Adviser on Peace, Reconciliation and Unity
Agustin 1 Bldg, F. Ortigas Jr. Rd, Ortigas Center, Pasig City

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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BIDS AND AWARDS COMMITTEE

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
1	Desktop Set <ul style="list-style-type: none"> • Operating System: Windows 11 • CPU: 2.4GHz up to 4.4 GHz, 6-cores, 12 threads, latest generation • Memory 32GB • Storage 1TB M.2 NVMe SSD • Graphics: 4GB dedicated • Monitor: 24" LED Monitor 144HZ refresh rate, 1080p resolution • Mouse/Keyboard: Heavy Duty Performance—USB Keyboard and Mouse • Web Camera: Full 1090p HD web camera, 30fps, built-in stereo mic 	4 units/sets			

	<p>with range up to 3ft, 78 degrees diagonal field of view.</p> <ul style="list-style-type: none"> • Speaker: 10-watt peak, 5-watt RMS, 3.5mm jack, rich stereo sound speakers, with volume and tone controls • Warranty: one (1) year on Parts and Labor 				
	<p>Video Teleconference Equipment</p> <p>CAMERA</p> <ul style="list-style-type: none"> • Smooth motorized pan, tilt, and zoom controlled from remote or console • Field of View Diagonal: 90 degrees; Horizontal: 82.1 degrees; Vertical: 52.2 degrees • Full HD 1080p 30fps • Autofocus • 5 camera presets • Far-end control (PTZ) of Conference Cam product • Kensington security slot • Video mute/unmute LED indicator • Standard tripod thread • Remote Control: Camera, speakerphone, and call control, IR 8.5m range, battery (included) <p>SPEAKERPHONE</p> <ul style="list-style-type: none"> • Full-duplex performance • Acoustic echo cancellation • Noise-reduction technology • Ultra-wideband audio • Pairs with mobile devices via Bluetooth and NFC • LCD for caller ID, call duration and other functional response • LEDs for speakerphone streaming, mute, hold, and Bluetooth • Tactile buttons for call answer/end, volume and mute, Bluetooth, and camera controls • 5 camera presets for pan, tilt, and zoom meetings <p>MICROPHONE</p> <ul style="list-style-type: none"> • Pick up Range: 6m • Pickup range with expansion mic: 8.5m • Four omnidirectional, beamforming microphones • Frequency Response: 100Hz-11KHz • Sensitivity: -28 dB+/-3dB 	<p>1 unit</p>			

	**Inclusive of 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: _____

ANNEX A

TECHNICAL SPECIFICATION

Title of Procurement Project: **Procurement of Office Equipment (Computer Set and VTC Equipment).**

Item	Quantity	Unit	Description
Desktop Set	4	Units/sets	<ul style="list-style-type: none"> • Operating System: Windows 11 • CPU: 2.4GHz up to 4.4 GHz, 6-cores, 12 threads, latest generation • Memory 32GB • Storage 1TB M.2 NVMe SSD • Graphics: 4GB dedicated • Monitor: 24" LED Monitor 144HZ refresh rate, 1080p resolution Mouse/Keyboard: Heavy Duty Performance—USB Keyboard and Mouse Web Camera: Full 1090p HD web camera, 30fps, built-in stereo mic <ul style="list-style-type: none"> • with range up to 3ft, 78 degrees diagonal field of view. • Speaker: 10-watt peak, 5-watt RMS, 3.5mm jack, rich stereo sound speakers, with volume and tone controls • Warranty: one (1) year on Parts and Labor
Video Teleconference Equipment	1	Unit/set	CAMERA <ul style="list-style-type: none"> • Smooth motorized pan, tilt, and zoom controlled from remote or console • Field of View Diagonal: 90 degrees; Horizontal: 82.1 degrees; Vertical: 52.2 degrees • Full HD 1080p 30fps • Autofocus • 5 camera presets • Far-end control (PTZ) of Conference Cam product • Kensington security slot • Video mute/unmute LED indicator • Standard tripod thread • Remote Control: Camera, speakerphone, and call control, IR 8.5m range, battery (included) SPEAKERPHONE <ul style="list-style-type: none"> • Full-duplex performance • Acoustic echo cancellation • Noise-reduction technology • Ultra-wideband audio • Pairs with mobile devices via Bluetooth and NFC

			<ul style="list-style-type: none"> • LCD for caller ID, call duration and other functional response • LEDs for speakerphone streaming, mute, hold, and Bluetooth • Tactile buttons for call answer/end, volume and mute, Bluetooth, and camera controls • 5 camera presets for pan, tilt, and zoom meetings <p>MICROPHONE</p> <ul style="list-style-type: none"> • Pick up Range: 6m • Pickup range with expansion mic: 8.5m • Four omnidirectional, beamforming microphones • Frequency Response: 100Hz-11KHz • Sensitivity: -28 dB +/- 3dB
			Note: Inclusive of Delivery Fees

Prepared by:



Julieta A. Parungao

AO V, Peace Panel and Political Concerns Office (PPPCO)

Noted by:



Dir. Ishmael I. Bahjin

Head, Peace Panel and Political Concerns Office (PPPCO)