



**REQUEST FOR QUOTATION**

Date: April 14, 2023  
 RFQ.: BSVP 2023-007

Name of Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Business Permit No.: \_\_\_\_\_  
 TIN No.: \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_

**PROCUREMENT: Supply & Delivery of Semi-Expendable Machinery & Equipments (Printer, Scanner, Laptop, Mini Desktop) of Iloilo International Airport**

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided on this request for quotation. Submit your quotation duly signed by you or your duly representative and must send copies of eligibility requirements **Business Permit, PhilGEPS Certificate of Registration, Omnibus Sworn Statement and Special Power of Attorney for Sole Proprietorship/ Secretary Certificate for Corporation and Cooperative, if applicable**) and related issuances not later than **April 24, 2023 at 10:00 AM.**

Interested bidder must submit this RFQ and Price Quotation in the Bidder's/Supplier's Letterhead sealed in an envelope addressed to the BAC Chairman. Kindly review Terms and Conditions attached herewith.

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**(SGD.) ROBERTO B. MONTELIJAO JR.**  
 Procurement Officer

**TERMS AND CONDITIONS:**

1. Bidders must provide **correct and accurate** information required in this form.
2. Only **authorized representative** shall be allowed to sign the Request For Quotation in behalf of the owner/ corporation.
3. Bidders must quote for all the items.
4. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.
5. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
6. Quotations exceeding the Approved Budget for the Contract shall be rejected.
7. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
8. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative's
9. The item/s and project shall be completed/delivered within **THIRTY (30)** calendar days from receipt of purchase order.
10. The GPPB-TSO shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
11. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The GPPB-TSO shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

ITEM DESCRIPTION	Quantity (QTY)	Approved Budget of the Contract	OFFER						REMARKS
			PRICE			BRAND indicate brand or generic (mandatory)	Compliance with Technical Specifications (Please Check)		
			QTY	Unit Price	Total Price		Yes	No	
		PHP 338,356.89							
1 Printer, print, copy, scan, Print speed black, up to 8 ppm; Print speed color up to 5 ppm; up to 1200 x 12000 rendered dpi; maximum no of copies: up to 9 copies	units	3							
2 scanner for documents legal size. portable scanner for documents. portable printer for document. flatbed scanner for documents. document scanner legal size. Fast and Compact Flatbed Scanner with Upright Scanning. This fast and compact flatbed scanner supports multiple page PDF scans. Flatbed document and photo scanner. Scan resolution: 4800 x 4800dpi. Scan speed A4,300dpi): Approx. 8 secs. Scanner Type Flatbed. Light Source 3-colour RGB LED. Maximum Document Size. A4 Letter 216 x 297mm). Scanner Buttons EZ Buttons). 5 buttons PDF x 2, AUTOSCAN, COPY, SEND. System Requirements. Windows 108. 1 7 SP1. Mac OS 10.12 10.13, Mac OS X v10.11.6	units	1							
3 <b>LAPTOP</b>	units	3							
TECHNICAL SPECIFICATIONS									
Processor									At least 12th generation processor At least 4 cores and 8 threads or higher Must run at least 2.4GHz base clock or higher

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			PRICE			BRAND indicate brand or generic (mandatory)	Compliance with Technical Specifications (Please Check)			
			QTY	Unit Price	Total Price		Yes	No		
Memory	At least 16GB DDR4 RAM									
Storage	At least 1x 500GB (or higher) Solid State Drive									
Graphics	Integrated Graphics Processor (IGP) or higher									
I/O ports	At least 1 x HDMI port At least 2 x USB-A 3.2 ports At least 1 x Headphone/Mic Combo Jack At least 1 x RJ-45 LAN port At least 1 x USB-C 3.2 port									
Connectivity	Integrated Gigabit Ethernet Port WIFI 6 or higher Bluetooth 5.0 or higher									
Display	Around 14" to 15.5" screen size Anti-Glare LED Backlit/IPS Display or higher At least 1920 x 1080 resolution									
Audio	Integrated sound interface Built-in microphone Built-in stereo Speakers									
Camera	Built-in 720p HD Camera or higher									
Touchpad	Touchpad with multi-touch gesture									
Battery	At least 35wHr Battery life or higher With Battery Charging Indicator									
Other features	√Boot time must be at most 15 seconds √Model commercially released in 2022 or later √Not more than 2kg in weight including battery √TPM 2.0 security protection √Energy Star compliant √Manufacturer's proposed brand is an international brand name, which means that the brand is known and marketed globally and has international presence (physical stores, centers, or satellite offices, in at least five (5) countries). Further, the brand should be sold and marketed continuously in the Philippines for at least ten (10) years.									
Bundled Software	Preloaded Licensed Windows 11 64-bit EN (with access to product key) Licensed Microsoft Office Home and Business (latest version with access to product key) with end-point									
Accessories	Laptop Bag Ergonomic Wireless Mouse									
Warranty and Service	√Warranty, service units and support must be available 24/7 •Supplier shall be able to respond to technical assistance and support 24/7 via call, email and/or site visit •Not more than 4 hours response time from the time of reporting via email, call, SMS and chat with 24/7 alert/notification system √At least 1 years on other parts replacement and labor √Availability of Service Centers nation-wide									

ITEM DESCRIPTION	Quantity (QTY)	Approved Budget of the Contract	OFFER							REMARKS
			PRICE			BRAND indicate brand or generic (mandatory)	Compliance with Technical Specifications (Please Check)			
			QTY	Unit Price	Total Price		Yes	No		
Other requirement √Winning bidder must submit the Method of Procedure (MOP) for units under warranty. √ For product evaluation, winning bidder is expected to provide at least 1 unit or 5% of the total number to be delivered of the proposed laptops (whichever is higher) to undergo performance evaluation / stress testing.										
4 Desktop - Mini PC	units	4								
Technical Specification										
Processor At least 12th generation processor At least 8 cores and 12 threads or higher Must run at least 2.4 GHz base clock speed and 3.0GHz boosted or higher										
Memory At least 16GB DDR4 RAM										
Storage At least 1x 512GB (or higher) Solid State Drive										
Graphics Integrated Graphics										
I/O ports At least 1 x HDMI port At least 4 x USB-A 3.2 ports At least 1 x Headphone/Mic Combo Jack At least 1 x RJ-45 LAN port At least 1 x USB-C 3.2 port										
Connectivity Integrated Gigabit Ethernet Port; WIFI 6 or higher and Bluetooth 5.0 or higher										
Display At least 21" VGA/HDMI/DP (same brand as the unit) compatible for a VESA mount kit										
Audio Integrated sound interface										
UPS At least 650VA (1-year warranty)										
Bundled Software Preloaded Licensed Windows 11 64-bit EN (with access to product key) Licensed Microsoft Office Home and Business (latest version with access to product key)										
Accessories USB Keyboard and Optical Mouse (same brand as the unit) VESA mount kit										
Warranty and Service √Warranty, service units and support must be available 24/7 • Supplier shall be able to respond to technical assistance and support 24/7 via call, email and/or site visit •Not more than 4 hours response time from the time of reporting via email, call, SMS and chat with 24/7 alert/notification system √ At least 2 years replacement for all parts and services √ Availability of Service Centers nation-wide										

ITEM DESCRIPTION	Quantity (QTY)	Approved Budget of the Contract	OFFER							
			PRICE			BRAND indicate brand or generic (mandatory)	Compliance with Technical Specifications (Please Check)		REMARKS	
			QTY	Unit Price	Total Price		Yes	No		
Other features √Boot time must be at most 15 seconds √ Model commercially released at least CY2022 √ Must be compliant with Energy Star 8.0 √ Manufacturer's proposed brand is an international brand name, which means that the brand is known and marketed globally and has international presence (physical stores, centers, or satellite offices, in at least five (5) countries). Further, the brand should be sold and marketed continuously in the Philippines for at least ten (10) years.										
Other requirements √Winning bidder must submit the Method of Procedure (MOP) for units under warranty. √ For product evaluation, winning bidder is expected to provide at least 1 unit or 5% of the total numbered to be delivered of the proposed laptops (whichever is higher) of the proposed desktop to undergo performance evaluation / stress testing.										
<b>Total</b>										

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*Signature over Printed Name*

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Contact Number (Landline and/ or Cellphone Nos)/Email Address