## **REQUEST FOR QUOTATION**

The Civil Aviation Authority of the Philippines (CAAP-Main Office), through its Canvass and Contract Committee (CCC), will undertake a **Small Value Procurement** for the "Procurement of two (2) Laptops for CCS" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

RFQ No.

C24-082-09

Name of Project

Procurement of two (2) Laptops for CCS

Approved Budget for

Contract

P260,000.00

Terms

See the attached Annex "A" for Terms of Reference and

corresponding Specifications

Location

Procurement Division, CAAP, MIA Road, Pasay City

Delivery Term

Thirty (30) Calendar Days from the receipt of

**Notice for Compliance** 

Note: Partial delivery is not allowed

**Delivery Time** 

8:00 AM – 4:00 PM Monday to Friday (Regular work days)

Delivery Location

**CAAP**, Warehouse (Supply Division)

Interested suppliers are required to submit their valid and current documents which must be properly fastened and sealed in an envelope:

- Mayor's or Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
- 2. Income Business Tax Return for ABC's above ₱500,000.00;
- 3. PHILGEPS Certificate of Registration;
- 4. Tax Clearance;
- 5. Notarize Omnibus Sworn Statement (GPPB prescribed Form) for ABC's above P50,000.00; (Authorized representative much attach Special Power of Attorney (SPA) for Sole Proprietorship Certificate for Corporation)
- 6. Price quotation from (Annex "A") during submission of offer/Quotation

The winning supplier shall – upon claiming of the Contract – present the original copy of the documents listed above for comparison, or submit a **Certified True Copy** of the original document which must be certified by the issuing government agency. However, the **original copy** of the Omnibus Sworn Statement, Price Quotation Form, and Brochure **must be included in the sealed bid.** 

Price quotation/s must be valid for a period of one hundred twenty (120) calendar days from the date of submission.

The quotation shall be submitted in sealed envelope on or before the closing date of at 10:00 AM, CAAP Procurement Division and addressed to:

#### ATTY. JOHN BEAU B. MASIGLAT

Chairperson, Canvass and Contract Committee Gate 3 CAAP, Old MIA Road Pasay City, Metro Manila

Quotations exceeding the Approved Budget for the Contract shall be rejected.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form. In case two or, more bidders are determined to have submitted the Lowest Calculated/Lowest Calculated and Responsive Quotation, CAAP-CCC shall adopt and employ "draw lots" as the tie breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.

The CAAP-TIAC shall have the right to inspect and/or test the goods to confirm their conformity to the technical specifications.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CAAP shall rescind the contract once the cumulative amount of liquidated damaged reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Pasay City, September 02, 2024

ATTY. JOHN BEAU B. MASIGLAT

CCC Chairperson



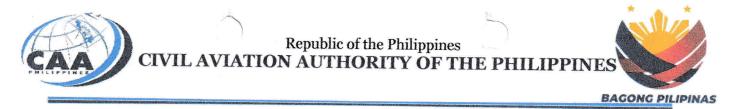
# Republic of the Philippines CIVIL AVIATION AUTHORITY OF THE PHILIPPINES



Annex "A"

# PRICE QUOTATION FORM

Date:				
The Chairperson Canvass and Contract Committee Procurement Division, CAAP, MIA Road, Pasay City				
Sir: After having carefully read and account Quotation, hereunder is our quotation/s	cepted the	e terms a	and conditions in	the Request for
Procurement	t of two (	2) Laptor	os for CCS	
<b>Technical Specifications</b>	QTY	Unit	Unit Price	Total Price
Editing Laptop (Screen: 16.1" QHD (2560x1440) 240Hz Processor: i7-14700HX / i7-13650hx Video Card: GeForce RTX <sup>TM</sup> 4060 / 4070 RAM: 16GB DDR5 Storage: 1TB SSD)	2	pcs		
Total (Inclusive of VA)	Γ)	The state of the s		
(Amount in Words)  The above-quoted prices are inclusive or	fall costs	and anni	icable toyer	
Very truly yours,	- WI VOSE	, and appn	cable taxes.	
Name/Signature of Representative				
Position				
Name of Company				
Contact No.				
Email Address				
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## TERMS OF REFERENCE

Name of Project	1.	Procurement of (2) laptops for CCS
Trans of Froject	-	1 rocurement of (2) taptops for CCS
Approved Budget	a.m. religionamentes	P260, 000.00
Delivery Period	A .	30 calendar days from the receipt of Notice for Compliance
		Note: Partial delivery is not allowed.
Delivery Location	- L	CAAP Head Office Warehouse
	они от неменя при	Note: Delivery must be made only from 8:00AM-4:00PM during regular work days.
	AND AND THE PROPERTY OF THE PR	A Written Notice must be sent to the official email address of the Procurement Division, and Supply Division at least seven (7) calendar days prior to the intended date of delivery.
	POTTFALMONTALABACATATATATATATATATATATATATATATATATATAT	A confirmation of availability of concerned office must be received by the supplier before proceeding with the delivery. None compliance may be a ground for refusal of entry to the premises and receipt of delivery with no fault on the part of the Civil Aviation Authority of the Philippines.
Terms of Payment		Payment upon full delivery and subject to usual government accounting rules and regulations.
Warranty	:	At least (7) days replacement for product with a manufacturing defect /
		At least One (1) Year on Parts and Services Upon Acceptance

### **Technical Specifications:**

**Editing Laptop** 

Screen: 16.1" QHD (2560x1440) 240Hz

Processor: i7-14700HX/i7-13650hx

Mr. ROMUĂLDO G, INTIA, JR.

Video Card: GeForce RTX<sup>TM</sup> 4060 / 4070

RAM: 16GB DDR5

Storage: 1TB SSD

Prepared by:

Approved by:

Ms. NICOLEM. RAMOS