



REQUEST FOR QUOTATION
Negotiated Procurement-Small Value Procurement

Purchase of Laptop
RFQ NO. NP-SVP-2021-39

The Bureau of Quarantine (BOQ), hereinafter referred to as “the Purchaser”, requires the **Purchase of Laptop and Projector**. The details of the project are as follows:

Name of Project:	<u>Purchase of Laptop</u>
Location:	<u>BOQ, Port Area, Manila</u>
Description:	<u>Please use the attached RFQ, Tech Specs Price Schedule and Schedule of Requirements</u>
ABC:	<u>One Hundred Thousand Pesos Only (Php 100,000.00)</u>
Delivery period:	<u>Seven (7) Calendar Days upon issuance of NTP</u>

1. Bidding procedures will be conducted in accordance with the Revised Implementing Rules and Regulations of Republic Act 9184 (R.A. 9184).
2. Quotations must be delivered at the Procurement Section, 2nd Floor, Bureau of Quarantine, 25th St., Port Area, Manila on or before 10:00AM **July 2, 2021**
3. Opening of quotation shall be on 10:00AM **July 2, 2021** at P.E Conference Room, 25th A.C Delgado St., Port Area Manila
4. All quotations must be typed or written in indelible ink and must be placed in sealed envelope using the attached Price Schedule and Technical Specifications. Please include the following eligibility documents in the envelope:
Mayor's/Business Permit
PhilGEPS Registration Number
Omnibus Sworn Statement
5. Bids shall be valid for **ninety (90) calendar** days from the Opening of Bids.
6. DELIVERY SITE: **Bureau of Quarantine, 25th and A.C Delgado St., Port Area Manila**
7. The BOQ reserves the right to accept or reject any quotation, and to annul the bidding process and reject all quotations at any time prior to Contract award, without thereby incurring any liability to the affected bidder or bidders and to waive any minor defects or infirmities therein and to accept such quotation as may be considered advantageous to the government.
8. Bidders are entitled to one (1) bid only, otherwise, all bids made shall automatically be rejected.

CARLOS DELA REYNA JR, MD, MDM
Chairperson, Bids and Awards Committee
Bureau of Quarantine, 25th St., Port Area, Manila
318-7500 loc 117

TECHNICAL SPECIFICATIONS

Purchase of Laptop

RFQ NO. NP-SVP-2021-39

Item	Purchaser's Specifications	Supplier's Specifications
1	Laptop <ul style="list-style-type: none">• Operating system: windows 10• Processor type: intel core i5• Processor core: quad core (4 core)• Memory: 4GB Upgradeable to 8GB• Hard drive capacity: 1TB• Solid state drive capacity: 256 GB• Screen size: 14"• Screen resolution: full HD• Screen type: IPS LCD• HD Audio: Yes• Wireless LAN: yes• Bluetooth: Yes• Webcam Resolution: 1280 x 720 resolution with HD audio/ video recording• HDMI: Yes• USB: 2 Gen 1 Port 3• Battery capacity: 48 Wh• Power supply: 3 pin 45 A AC Adapter• Pre-Installed Microsoft Office• Warranty: 2 years	

Name of Company

Address

Signature Over Printed Name

Telephone/Fax Number

Email:

PRICE SCHEDULE
Purchase of Laptop
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Item No	Item Description	Qty	Unit	ABC	Unit Price	Amount
1	Laptop	2	Unit	100,000.00		
Total Amount						

- All prices offered (unit price and total bid price) must be typed or written in indelible ink

After having carefully read and accepted your conditions, I/We quote you on the item/s at prices noted above.

Name of Company

Address

Signature Over Printed Name

Telephone/Fax Number

Email:

SCHEDULE OF REQUIREMENTS

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item	Description	Qty	Delivery Site	Delivered, Weeks/Months
1	Laptop	2	BOQ Manila, 25 th and A.C Delgado Sts., Port Area Manila	Delivery within 7 calendar days upon receipt of NTP

Name of Company

Address

Signature Over Printed Name

Telephone/Fax Number

Email: