

REQUEST FOR QUOTATION

Procurement of ICT & Office Supplies

P.R. No./Date Received: **2022-10-0191 / 26 October 2022**

RFQ/P No. / Date: **2022-12-0168 / 05 December 2022**

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described items in the attached **Technical Specifications** subject to the Terms and Conditions and within the **Approved Budget for the Contract**.

Required Documents/Information to be submitted as Attachments to the Quotation/Proposal:

- Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- PhilGEPS Registration Number
- Signed Technical Specifications

This pro-forma quotation may be submitted through **registered** or **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to procurementunit@phcc.gov.ph or assigned PBAC Sec email bageslani@phcc.gov.ph on or before **12 December 2022, 05:00 PM** subject to the following **Terms and Conditions**:

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to (BIR 2306) 5% R-VAT and (BIR 2307) 1% (PO) or 2% (JO) deductions.
5. PCC PBAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. PCC reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed **Technical Specifications**.

Very truly yours,


ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson

Item	QTY	ABC	Project Title	Unit Cost	Total Cost
				(To be filled-up by the supplier)	
1	25	₱ 5,000.00	Clipboard		
2	9	₱ 6,480.00	Desk Lamps		
3	3	₱ 18,000.00	Desk Stand		
4	10	₱ 14,300.00	Foot Rest		
5	3	₱ 1,170.00	HDMI Connector		
6	9	₱ 11,700.00	Laptop Lock		
7	14	₱ 119,000.00	Monitor		
8	1	₱ 4,900.00	Portable Printer		
9	1	₱ 10,500.00	Stamp		
10	1	₱ 6,950.00	Water Dispenser		
<i>(Please see attached Technical Specifications)</i>					
Total ABC		₱ 198,000.00	TOTAL Amount:		
Delivery Instructions:			<i>To be delivered within fifteen (15) working days upon receipt of Purchase Order.</i>		

(Please provide complete information below)

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____

Designation/Position : _____

Name of Company : _____

Address : _____

Telephone / Fax : _____

E-mail Address : _____

Company Tax Identification Number : _____



SPECIFICATIONS

DESCRIPTION/MINIMUM SPECIFICATION
<p>1. CLIPBOARD</p> <ul style="list-style-type: none"> • L (33 CM) • W (24cm) • Long • With cover • With wire clip • With pen holder • PVC material
<p>2. DESK LAMP</p> <ul style="list-style-type: none"> • 7 watts • 100-240V AC • 14 pieces SMD White LED • 7 pieces SMD Yellow LED • Lumens – Daylight 300, Cool white 400, Warm White 120 Lumens <p>Features:</p> <ul style="list-style-type: none"> • 3 in 1 color temperature • Dimmable light • Digital LED Display • Alarm clock • Memory Function
<p>3. DESK STAND</p> <ul style="list-style-type: none"> • Top shelf size (L x W): 31.5 x 24.2 inches • Keyboard tray size: 31.8 x 11.8 inches • Size if folded (L x W x H): 31.5 x 24.2 x 4.2 inches • Product dimension: 10.62 x 61.52 x 80.01 cm • 13.8 Kilogram <p>Features:</p> <ul style="list-style-type: none"> • Convenient style monitor and computer stand with hassle-free height adjustment. • Optimal Eye-level viewing. • Rugged, stable & reliable desktop computer stand for universal placement & universal device compatibility.
<p>4. FOOT REST</p> <ul style="list-style-type: none"> • Ergonomic footrest to improve posture. • With massage roller promoting feet blood circulation. • Height is manually adjustable to 3 different positions: 3.9inch, 5.3inch, 6.5inch. • Easy angle adjustment can tilt to 0-30 degree. • 43.9x 33.3 x 16.5 centimeters (L x W x H).



5. LAPTOP LOCK

- One lock for any slot, Fits standard, nano, or wedge-shaped laptop security slots.
- Resettable 4- number dial offers 10,000 possible combinations and the ability to easily change the code.
- 1.8m (6 ft.) carbon steel cable with plastic sheath delivers cut and theft resistance
- Precision engineered to meet or exceed rigorous industry for strength, physical endurance, and mechanical resilience.

6. WATER DISPENSER

- 85 watts cooling power down to 10°C
- 500 watts heating power up to 90°C
- 2.0 liters per hour cooling capacity
- 5.0 liters per hour heating capacity
- Dimensions (cm) (L)29X(W)30X(H)100

Features:

- Touch-free bottom loading hot, cool water dispense
- LED display & Infrared sensor
- LED light indicator panel for hot, cool & cold water
- With built-in UV light for added water disinfection
- Removable drip tray for a more stable filling of larger mug/pitcher
- With LED lights for convenient filling of water even at night

7. STAMP PADS

- a. **Duplicate Original** with
Philippine Competition
Commission Logo

- Self-inking stamp color
(37mm x 76mm)



b. **Official Document** with
Philippine Competition
Commission Logo

- Self-inking stamp color
(37mm x 76mm)



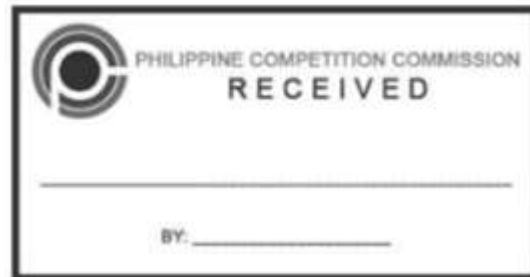
c. **Certified True Copy** with
Philippine Competition
Commission Logo

- Self-inking stamp color
(60mm x 33mm)



d. **Received** with Philippine
Competition Commission
Logo

- Self-inking stamp color
(60mm x 33mm)



e. **ANNEX " _____ "**

- 48mm x 12mm Regular
wood-handle rubber stamp
- Font face: Times New Roman
- Font size: 24
- Font Style: Bold
- Font Format: Centered

ANNEX " _____ "



f. **FILE COPY**

- 48mm x 12mm Regular wood- handle Rubber stamp
- Font face: Times New Roman
Font size: 24
- Font style: Bold
- Font Format: Centered



g. **EXHIBIT “_____”**

- 48mm x 12mm Regular wood- handle
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h. **ORIGINAL**

- 48mm x 12mm Regular wood- handle
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i. **CONFIDENTIAL**

- 48mm x 12mm Regular wood-handle
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j. **URGENT**

- 48mm x 12mm Regular wood-handle
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k. **DRAFT**

- 48mm x 12mm Regular wood-handle
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DRAFT



Technical Specifications

Item No. 1: MONITOR				
Qty.	Unit	Description/Minimum Specification	Est. Cost	Amount
14	Unit	<ul style="list-style-type: none"> • Size (Inch/cm): at least 24" • Panel Type: IPS • Color Gamut (CIE1913): 72% • Color Depth (Number of colors): 16.7M colors • Pixel Pitch (mm): 0.3114mm x 0.3114mm • Aspect Ratio: 16:9 • Resolution: 1920x 1080 • Surface Treatment: Anti-glare, 3H • Screen Split: Yes • HDMI, VGA input • Supports VESA mount 100 x 100 • Availability of Stock: Yes • Delivery period: 30 to 45 days • Warranty: 1 year 	PhP8,500.00	PhP119,000.00

Item No. 2: PORTABLE PRINTER				
Qty.	Unit	Description/Minimum Specification	Est. Cost	Amount
1	Unit	<ul style="list-style-type: none"> • Category: All-in-one inkjet color printer • Print speed: 20ppm • Paper capacity: 250 Sheets • Size: 9.8 x 16.7 x 19.9 pounds • Weight: 19.9 pounds • Paper sizes: up to A4 • OS compatibility <ul style="list-style-type: none"> ○ Windows 10 and up ○ Mac OS: 10.12 and up • Bluetooth and Wi-fi ready • Availability of Stock: Yes • Delivery period: 15 to 30 days • Warranty: 1 year 	PhP4,900.00	PhP4,900.00



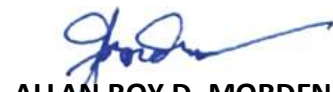
Item No. 3: USB-A TO HDMI ADAPTER

Qty.	Unit	Description/Minimum Specification	Est. Cost	Amount
3	Unit	<ul style="list-style-type: none"> • USB input: support USB 2.0 / USB3.0 • HDMI output resolution: up to 1080P / 60HZ • OS compatibility <ul style="list-style-type: none"> ○ Windows 10 and up ○ Mac OS: 10.12 and up • USB plug n play • USB 3.0 cable length: 150mm/5.9", standard USB 3.0 cable • Availability of Stock: Yes • Delivery period: 15 to 30 days 	PhP390.00	PhP1,170.00

Prepared by:


WARREN PAUL A. NICDAO
ITO - II

Reviewed by:


ALLAN ROY D. MORDENO
ITO - III