

REQUEST FOR QUOTATIONS

Procurement of Office Supplies for the 1st Quarter of C.Y. 2021

P.R. No./Date Received: **2021-05-0081 / May 28, 2021**

RFQ/P No. / Date: **2021-06-0079 / June 17, 2021**

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described item in the attached **Terms of Reference / Technical Specifications Sheet** 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

This pro-forma quotation should be submitted through **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat above stated address or email to procurement@phcc.gov.ph or rngarcia@phcc.gov.ph on or before **June 23, 2021 12:00 nn** 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. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
6. 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.
7. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
8. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed **Terms of Reference / Technical Specifications Sheet**.

Very truly yours,


MA. CELESTE S. DIZON
PBAC Head Secretariat

Item	QTY	Unit	ABC	Technical Specifications	Brand/Model	Unit Price	Total Amount
					(To be filled-up by the supplier)		
1	5	pcs	₱13,000.00	External Hard Drive 1TB			
2	5	pcs	₱7,500.00	Headset Wireless			
3	5	pcs	₱6,000.00	Power Bank 20,000mah			
4	1	pc	₱7,000.00	Recorder			
5	1	pc	₱1,000.00	Wireless Presentation Clicker			
6	2	pcs	₱3,000.00	3 in 1 Mini Display Port Male to HDMI DVI VGA Female Adapter Converter for Apple Macbook			
7	14	pcs	₱25,200.00	Laptop Table/Stand			
8	1	pc	₱6,500.00	Teleprompter			
				*** Nothing follows ***			
Total ABC			₱ 69,200.00	(Per item purchase)			
Delivery Instructions:				To be delivered within 15 Calendar Days (CDs) upon receipt of Purchase Order / Payment (whichever is applicable)			

(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

Signature over Printed Name : _____

Designation/Position : _____

Name of Company : _____

Address : _____

Telephone / Fax : _____

E-mail Address: _____

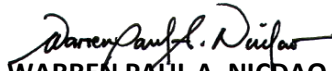
Company Tax Identification Number : _____



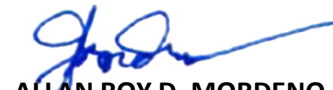
1. External Hard Drive 1TB, 2.5" HDD with USB 3.0 (5pcs)

External Hard Disk Drive	
UNIT	DESCRIPTION/MINIMUM SPECIFICATION
5 Units	<ul style="list-style-type: none"> Capacity: at least 1TB Storage Media: 2.5" SATA HDD Interface: USB 3.0 OS Compatibility: Windows 10 and MacOS Accessories: USB 3.0 cable Availability: Yes Delivery period: 15 to 30 days Warranty: 1 year

Prepared by:


WARREN PAUL A. NICDAO
ITO - II

Approved by:


ALLAN ROY D. MORDENO

2. Headset wireless (5pcs)

DESCRIPTION/MINIMUM SPECIFICATION
<ul style="list-style-type: none"> Bluetooth Version:v5.0 Bluetooth Profile: HSP/HFP/A2DP/AVRCP Bluetooth Chipset: JL AC6925F Input: 5V, 1A Impedance: 32Ω Speaker Frequency: 20Hz-20KHz Charging Time: 1-2 Hours Playing Time: 3-5 Hours Standby Time: 30 Hours Battery Capacity: 200mAh Battery Type: Li-Polymer Operating Distance:10m

3. Powerbank 20,000mAh (5pcs)

Mainly Compatible with: Universal

Compatible with: Mobile Phones and tablet PCs

Capacity Range: Over 10000mAh

Capacity (mAh): Cell Capacity: 20000mAh, Rated Capacity: 12580mAh

Connection Type: Two USB Output Interface

Battery Type: Li-ion Battery

Color: White

Material: ABS,PVC

4. Recorder (1pc)

Min Specs:

- 4GB internal memory, expandable to 32GB with micro SD
- S-microphone system records distant or quiet sounds clearly
- Focus and Wide-Stereo recording captures the voices you want to hear
- Auto voice recording reduces background noise
- Built-in USB connector makes transferring files easy

BUILT-IN MEMORY: 4GB

INPUT AND OUTPUT TERMINALS: [PC I/F] Hi-Speed USB [Input] Stereo Mic-in jack [Output]

Stereo Earphone jack

WEIGHT: 74g 2.7oz

5. Wireless Presentation Clicker (1pc)

Wireless Presenter Features:

1. Mouse click
2. Volume adjust function
3. Electronic mark
4. Mark clear
5. 300mAh rechargeable battery
6. International 2.4G RF frequency
7. Up to 100 meter wireless range
8. 360-degree control
9. Universal compatibility
10. Plug and play USB receiver
11. Power saving

Pointer Specifications:

Doosl Wireless Presenter Transmitter

Technology: Radio Frequency

Frequency: 2.4GHz

Control Distance: 100m

Max Output: <1mW

Presenter Distance: >200m

Wavelength: 650nm

Battery: 300mAh polymer Lithium

Working Voltage: 3.6V~4.2V


Sleep Current:<5uA

Dimension: 120*33*10mm
 Weight: 30g
 Package Contents:
 1* Wireless Presenter (USB receiver included)
 1* USB Cable
 1* User Manual
 USB Receiver
 Operation System: Windows 2003, XP, Vista, Windows 7/8/10, Mac OS, Linux
 ,Andorid
 Dimension: 21*14.8*7.2mm
 Weight: 2g


6. 3 in 1 Mini Display Port Male To HDMI DVI VGA male Adapter Converter for Apple MacBook (2pcs)

3 in 1 Mini Display Port Male to HDMI DVI VGA male Adapter Converter for Apple MacBook	
UNIT	DESCRIPTION/MINIMUM SPECIFICATION
2 Units	<ul style="list-style-type: none"> • Three (3) output ports <ul style="list-style-type: none"> ▪ VDI output ▪ HDMI output ▪ VGA output • Availability: Yes • Delivery period: 15 to 30 days • Warranty: 1 year

Prepared by:


WARREN PAUL A. NICDAO
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Approved by:


ALLAN ROY D. MORDENO

7. Laptop Stand/Table (14pcs)



For Dell Laptop, Macbook, HP elite, Lenovo thinkpad and Acer Laptop

1. Bring it Anywhere - simply fold the laptop stand and it becomes incredibly portable
2. Adjustable

8. Teleprompter **must be compatible with Nikon D750 (1pc)**

Lens Adapter Filter- 49mm, 52mm, 55mm, 58mm, 62mm,

Thread Sizes 67mm, 72mm, 77mm and 82mm

Max. Smartphone

Width 7.3cm

Overall Dimensions 213.9mm x 95.0mm x 170.9 mm

Mirror Size 194.45mm x 140.44 mm

Net. Weight 340g

