

PRIVATIZATION AND MANAGEMENT OFFICE
104 Gamba St., Legaspi Village, Makati City
www.pmo.gov.ph

REQUEST FOR QUOTATION (RFQ)

DATE: December 21, 2022

Gentlemen/Ladies:

Please quote your lowest price(s) on the item(s) for the **Procurement of Desktop PCs** with an Approved Budget for the Contract (ABC) of **Four Hundred Seventy-Seven Thousand Four Hundred Eighty-Four Pesos and 80 Centavos (Php 477,484.80)**. Submit your quotation to the authorized canvasser of this office thru email at **acsanchez@pmo.gov.ph**, on or before ~~December 21, 2022 @ 12:00 PM~~. Bids received beyond the deadline for submission will not be considered.

The contract/purchase order will be awarded to the qualified bidder/ supplier/service provider whose proposal is the lowest and most responsive to the requirements of the Privatization and Management Office (PMO) and has no pending report/deliverables to PMO. Bids in excess of the ABC and with non-compliant or incomplete documentary requirements submitted shall automatically be disqualified.

The PMO is in no way bound to accept the lowest price quotation or any proposal which is not advantageous to the government. Further, PMO reserves the right to accept or reject any or all price quotations/proposals at any time prior to contract award/purchase order without thereby incurring any liability to the affected bidder(s)/supplier(s)/service provider(s).

Please submit the following documentary requirements together with your quotation or proposal.

1. Certified photocopy of Mayor's/Business Permit
2. Certified photocopy of PhilGEPS Registration Number
(Certificate of Platinum Membership may be submitted in lieu of documents 1 and 2 above.)

Thank you.

Very truly yours,


AARON C. SANCHEZ
ITD Chief
Information Technology Division

QUOTATION

DATE: _____

Dear Mr. Sanchez;

We are pleased to submit our quotation/proposal for the **Procurement of Desktop PCs** with Reference No. PMO-22- 13.

ABC: Four Hundred Seventy-Seven Thousand Four Hundred Eighty-Four Pesos and 80 Centavos (Php 477,484.80)

MODE OF PROCUREMENT: Alternative Method - Shopping 52.1 (b)

ITEM NO.	QTY	UNIT	ARTICLES	UNIT PRICE	TOTAL
1	11	units	Desktop PCs (reputable brand)	₱	₱
			<i>Minimum Specifications:</i>		
			Processor: AMD Ryzen 5 5600G / Intel i3 12100 (12th Gen)		
			Memory: 8GB DDR4, Upgradable to 32GB 2 x Memory Slots		
			Storage: 256GB M.2 SSD		
			Monitor: Led Monitor 19.5"		
			Graphics: 2GB Integrated/Shared Graphics		
			Network: Gigabit Ethernet 10/100/1000		
			Standard I/O Ports: Front: USB 3.1 Gen 1 Ports, USB 3.1 Gen 2 Ports, One (1) Headphone/Speaker/ Jack/Combo Jack, One (1) Microphone-in jack Rear: One (1) Display Port, One (1) HDMI Port, One (1) Ethernet RJ-45 Port, Audio Jacks, Four (4) USB 2.0 Ports		
			Pointing Device: USB Optical Mouse bundled with mouse pad		
			Input Device: Standard full-sized USB keyboard with numeric keypad		
			Security: USB enable/disable (via BIOS), Power-on password (via BIOS), Setup password (via BIOS), Trusted Platform Module (TPM) version 2.0 (Windows 11 security requirement)		
			Operating System: Windows 10/11 Professional 64bit		
			Warranty: - Three (3) years on Parts and Labor - Supplier shall respond within 24 hours for any technical assistance/support either telephone call, email or site visit upon verbal/written notification by PMO - With Authorized Service Center		
			GRAND TOTAL	₱	

Amount in Words:

TERMS AND CONDITIONS:

1. Delivery Period: Within fifteen (15) calendar days after receipt of Notice to Proceed (NTP)
2. Validity of Price Quotation: Thirty (30) calendar days from date of submission of quotation
3. Warranty Period: 3 years
4. Terms of Payment: Within 15-30 calendar days from receipt of billing and complete supporting documents

We are also submitting herewith the following documentary requirements:

1. Certified photocopy of Mayor's/Business Permit
2. Certified photocopy of PhilGEPS Registration Number
(Certificate of Platinum Membership may be submitted in lieu of documents 1 and 2 above.)

Respectfully yours,

Signature : _____

Name of Supplier : _____

Designation : _____

Company Name : _____

Contact Number : _____