



Date: 8/24/2021

REQUEST FOR QUOTATION (RFQ)

Sir/Madam,

Please quote your best offer for the item/s listed below, **subject to the Terms and Conditions** provided. Submit your quotation duly signed by you or your duly authorized representative not later than Sept. 6, 2021 at 5:00 AM/PM to kam.arcenas@philrice.gov.ph or send via fax or drop at PPMU box at Procurement Management Division (PMD) Office, Maligaya, Science City of Munoz, Nueva Ecija. For any clarification you may call/send through fax to **(044) 456-0650** or **PPMU no. 09435623878/09150816864**

KATRINA ANN M. ARCEÑAS
BUYER/CANVASSEER

RIZA A. RAMOS
ASSISTANT DIVISION HEAD, RCFSD

INSTRUCTIONS:

1. Accomplish this RFQ correctly and accurately.
2. Please do not leave any blank items. Indicate "0" if item being offered is for free and "NO BID" if no offer.
3. Do not alter the contents of this form in any way.
4. All technical specifications are mandatory. Fill in the column designated for technical specifications of your offer, you may specify the brand and model if applicable. Use additional sheet if needed or attach brochure.
5. Failure to follow these instructions will disqualify your quotation.
6. NEW suppliers/bidders are required to submit a photocopy/e-copy of valid Mayor's Business Permit, BIR Registration 2303, DTI/SEC/CDA Registration (whichever is applicable), valid PhilGEPS Registration Number and valid PCAB License (if applicable) together with their quotations. Please disregard if you have submitted an updated copy/ies to PMD. This shall be subjected for validation.

Project Title:

Procurement of IT Supplies + Equipment

Project No.

USE-03B, USE-02A, USE-03A

Reference PR No.: 2021-08-1540, 2021-08-1525, 2021-08-1524, 2021-08-1523, 2021-08-1533, 2021-03-0634, 2021-03-0613

Approved Budget of the Contract ₱

136,701.60

Item No.	Quantity	Unit	Item and Description		Unit Price	Total Amount
			Per Request	Offer		
1	5	piece	Ink refill, Ink, Refill Epson, colored Cyan, 003			
2	5	piece	Ink refill, Ink, Refill Epson, colored Magenta, 003			
3	5	piece	Ink refill, Ink, Refill Epson, colored Yellow, 003			
4	5	piece	Ink refill, Ink Refill, Epson, black black, 003			
5	3	unit	Semi-Expendable ICT Equipment, Power Bank 20000 mAH, provides charging time of AC Adaptor Charging, Charging time: 13 Hours, USB Charging. Over that, it has 3 USB port/s and power output of 5 V			
6	3	unit	Semi-Expendable ICT Equipment, Flash Drive 32GB USB 3.0			
7	3	unit	Semi-Expendable ICT Equipment, Webcam Full HD Webcam 30fps at 1080p w/ mic Autofocus, FOV: 78			
8	3	piece	Toner cartridge, Toner cartridge, HP CE285A, HP CE285A (original)			
9	3	piece	Computer peripherals, Mouse Wired optical mouse, USB connection type			
10	2	piece	Semi-Expendable Communications Equipment, Mobile Phone Octa-Core, AMOLED screen, CPU Speed 2.3 GHz, 1.7 GHz Camera Rear Camera - Resolution (Multiple) 64.0 MP + 8.0 MP + 5.0 MP + 5.0 MP RAM_Size 6GB ROM Size 128GB Available Memory 108GB External Memory Support MicroSD (Up to 512GB) Battery 6000mAh			
11	3	unit	Computer Accessories, Headset Headset w/ mic, can be connected to laptop and phone			



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12	5	unit	<p>Semi-Expendable ICT Equipment, Webcam</p> <p>Webcam Fixed mounting clip Height: 1.73 in (44 mm) Width: 3.74 in (95 mm) Depth: 2.80 in (71 mm) Cable length: 5 ft (1.5m) Weight: 5.71 oz (162 g) Max Resolution: 1080p/30 fps - 720p/ 60 fps Focus type: Autofocus Lens type: Glass Built-in mic: Stereo Diagonal field of view (dFoV): 78° with tripod, Tripod-ready universal mounting clip fits laptops, LCD or monitors with 5 ft (1.5 m) attached USB - A cable</p>			
13	1	unit	<p>Semi-Expendable ICT Equipment, Printer</p> <p>Refillable Ink Tank Wireless All-In-One with Fax for High Volume Printing Paper Size : with A4, A5, B5, Letter, Legal ADF: with A4, Letter, Legal</p>			
14	2	unit	<p>Semi-Expendable ICT Equipment, Webcam</p> <p>Webcam with microphone</p>			
					TOTAL	

TERMS AND CONDITIONS

Delivery Period: 60 calendar days

Place of Delivery: (/) Philippine Rice Research Institute-CES, Brgy. Maligaya, Science City of Munoz, Nueva Ecija
() ATI Building, Elliptical Road, Diliman, Quezon City

Warranty: 1 year (non-consumable supplies/Equipment) and 3 months (consumable supplies)

Payment Term: 30 Calendar Days after completion of delivery

- Price Quotations must be valid for a period of **60 calendar days** from the deadline of submission.
 - Price quotations shall include all taxes, duties and/or levies. Deductions of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).
 - Price Quotations exceeding the Approved Budget for the Contract shall be rejected.
 - Award of contract shall be made to the lowest quotations (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein
 - In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PhilRice 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.
 - Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
 - The item/s shall be delivered according to the requirements specified in the Conformed Purchase Order or Contract.
 - Goods, supplies, equipment, or work done are subject to inspection/acceptance, PhilRice reserves the right to cancel, reject, or rebid the items which do not conform with the technical specifications.
 - Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be imposed. PhilRice shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of contract, without prejudice to other courses of actions and remedies open to it.
 - The Bidder warrants that s/he has not given nor promised to give any money or gift to any PhilRice employee to secure this offer and to obtain an award.
 - The winning Bidder is required to submit a photocopy of Latest Income/Business Tax Return and original copy of Omnibus Sworn Statement prescribed by the GPPB PRIOR TO PAYMENT of the goods delivered/services rendered.
 - Payment shall be made within (30) days after 100% completion of delivery subject to submission and/or completion of supporting documents, in accordance with existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's/Supplier's account.
- After having carefully read and accepted the Procurement Terms & Conditions, I/We quote you on the item at prices noted above.

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

Designation: _____
 Company Name: _____
 Business Address: _____
PhilGEPS Registration No.: _____
 Telephone Number: _____
 Email Address: _____
 LandBank Account number (Optional): _____