



BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION
Solicitation No. RSU-2020-073
Quotation No. 20-09-113

Date : September 23, 2020
Company Name: _____
Address : _____

Sir/Madame:

Please quote your lowest price on the Item/s below, subject to the terms and Conditions and Eligibility Requirements for the Suppliers, stating the shortest time of the delivery and submit your quotation duly signed by your representative not later than **September 28, 2020** at exactly 5:00 in the afternoon in the return envelope attached herewith.

Project: Procurement of Desktop Computer for Office use of Quality Assurance Office

ABC: PhP164,000.00

QTY: 4

UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
set	Desktop Computer: (Model No.:3670) <i>Processor: 8th Gen Intel core i5 8400 processor (6 Core, 2.8GHz, 9M Cache, 65W)</i> <i>RAM: 8GB Single Channel DDR3L 1600Mhz</i> <i>Storage: 1TB 7200 rpm SATA 6GB/s HDD</i> <i>Graphics: NVIDIA GeForce 1030 2GB DDR5</i> <i>Operating System: Windows 10 Home</i> <i>Optical Drive: Tray in Supermulti DVD-RW 24x</i> <i>Monitor: 23" Dell S2319H IPS LCD Monitor</i> <i>Keyboard: Wired USB Keyboard, Black (Dell KB216)</i> <i>Mouse: USB Optical Mouse (Dell MS116)</i> <i>Connectivity: HDMI, SDCard Reader, 3.5mm jack (Microphone, Speaker), USB 3.0, VGA, Ethernet</i> <i>Additional Specifications: Pre-Installed McAfee Security (15 month initial Subscription)</i>	2		
unit	All-in-One Printer/Scanner/Copier	1		
unit	Laptop Computer (Intel i5, 1TB HDD, 8GB ram) <i>Processor: 8th Gen Intel core i5 8265U processor (up to 3.9GHz, 6Mb Cache,)</i> <i>RAM: 8GB DDR4 (2400 MHz max. speed)</i> <i>Drive: 1TB HDD + 128GB SSD eMMC</i> <i>Operating System: Windows 10 Home</i> <i>Connectivity: HDMI, SDCard Reader, 3.5mm jack (Microphone, Speaker), USB 3.1, USB Type-C</i>	1		
TOTAL		QTY: 4	Estimated Cost	

Yours,


MARIO A. FETALVER JR., Ph. D.
 BAC Chairperson



BIDS AND AWARDS COMMITTEE

Canvassed by:

Larry I. Firmalo
Procurement Officer

Date: _____

BIDS & AWARDS COMMITTEE (BAC)

ROMBLON STATE UNIVERSITY
Odiongan, Romblon

Sir;

After having carefully read the terms and conditions of RFQ, I/We quote on the item/s at the prices noted above.

Yours,

Printed Name / Signature

Delivery Period	:	_____
Warranty	:	_____
Price Validity	:	_____
Tel. No. /Cellphone No.	:	_____
Email Address	:	_____
Date	:	_____

REQUEST FOR QUOTATION

Terms & Conditions:

1. All entries must be type/hand-written.
2. Delivery period within 15 calendar days.
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the procuring entity.
4. Price validity shall be for a period of three months.
5. PhilGEPS registration Certificate shall be attached upon submission of the quotation.
6. Bidder shall submit original brochures showing certifications of the production being offered.
7. Payment shall be made after the inspection.
8. Deliver items at Supply Office, Romblon State University, Odiongan, Romblon (042-567-5375)

CHECKLIST OF ELIGIBILITY REQUIREMENTS FOR THE BIDDERS/SUPPLIERS:

The Eligibility Envelope shall contain the following:

1. Mayor's/Business permit
2. PhilGEPS Registration Number
3. Income/Business Tax Return
4. Omnibus Sworn Statement

Note: Submitted documents must be properly authenticated.