



REQUEST FOR QUOTATION

RFQ No:23-11-054

Date:11/8/23

Name of Supplier/Dealer: _____

Address: _____

Contact Number: _____

Philgeps No. _____

TIN _____

VAT:	<input type="checkbox"/>
Non-VAT:	<input type="checkbox"/>

Mode of Procurement : **SMALL VALUE
PROCUREMENT (SEC. 53.9)**
APP Reference: Item no. 5 of 10th
Supplemental APP

Sir/Madam:

If available in your stock, please quote your lowest price, all taxes included, for the following article/services enumerated below and submit your quotation as soon as possible to this office to the undersigned stating the shortest time which delivery could be made by yourself.

Very truly yours,

AURORA B. MANTILLA
BAC -Chairperson

Terms and Conditions :

- Price Validity shall be for a period of 30 calendar days from submission of the RFQ.
- Delivery period within (25 **CDs**) from receipt of Contract/Purchase Order (PO) or As indicated schedule below.
- Warranty shall be for a period of six (6) months for supplies and materials ; at least 1 year for equipment or as indicated in the product warranty whichever is longer.
- Bidders must submit the following documentary requirements:
 - Mayor's/Business Permit (to be submitted upon submission of offer)
 - PhilGEPS Registration Number (to be submitted upon submission of offer)
 - Income/Business Tax Return (for ABCs above PhP 500,000.00) (to be submitted upon submission of offer)
 - Omnibus Sworn Statement (for ABCs above PhP 50,000.00) (to be submitted before issuance of Notice of Award)
- Mode of delivery [] Pick-up; [] Door-to-door delivery at the Civil Service Commission (CSC) Caraga Regional Office, Butuan City.
- Liquidated Damages : One-tenth (1/10) of one (1) percent of the cost of the undelivered item/s for every day of delay.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- The CSC Caraga Regional Office reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of R.A. No. 9184, without thereby incurring any liability to the affected bidder or bidders.
- Deadline for submission of quotation shall be on **November 13 , 2023 at 10:00am.**
- Award shall be made on : Per Item Basis Lot/ Package Total Quoted
- Please put check (/) mark if your product/service is compliant with the technical specifications/terms and conditions.

Your Quotation Must be Sealed

ABC : Eighty Thousand Pesos (P80,000.00)

Item no.	QTY	Unit	Article Description	Pls. Check	Unit Cost	Total
1	2	unit	OFFICE TABLET TABLET SPECS: DISPLAY: Size: at least 11inch Resolution: at least 2560 × 1600 Refresh Rate: up to 120 Hz PROCESSOR: CPU: at least Octa Core Clock Speed: Maximum 3.2GHz MEMORY: ROM/Internal Storage: 128GB or higher RAM: 8GB or higher CAMERA: Rear Camera: at least 13MP Front Camera: at least 8MP BATTERY: Capacity: at least 7,250 mAh Supports 22.5W fast charging technology CONNECTIVITY: WLAN: WIFI 6 or 802.11ax with back support (802.11a/b/g/n/ac) WLAN Frequency: can support 2.4 GHz and 5 GHz Bluetooth: at least Bluetooth 5.1 OTG: supported USB: Type C, at least USB 2.0 WITH INTERNAL MICROPHONES AND SPEAKERS WITH EXTERNAL KEYBOARD AND STYLUS/PEN INCLUDED WARRANTY: at least 1 year warranty on labor and parts'			
			Delivery 25 calendar days			

Printed Name & Signature of Dealer/
Authorized Representative



ACKNOWLEDGMENT RECEIPT OF
REQUEST FOR QUOTATION (RFQ) NO. 23-11-054

I hereby acknowledge receipt from the **Civil Service Commission (CSC) Caraga Regional Office** of the documents pertaining to the above RFQ:

COMPANY NAME : _____
CONTACT PERSON : _____
ADDRESS : _____
CONTACT NUMBER : _____
E-MAIL ADDRESS : _____

Printed Name & Signature of Dealer/
Authorized Representative

Date