

CITY GENERAL SERVICES OFFICE

**REQUEST FOR QUOTATION (RFQ) No. 2021-07-451**  
NP-Small Value Procurement

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_

Please quote your lowest price on the item/s listed below and submit your quotation together with the requirements stated hereunder to this office located at Room 442, Manila City Hall Building, Arroceros Street, Manila during office hours within **seven (7) calendar days** from receipt hereof, subject to the following terms and conditions, to wit:

1. If applicable, indicate the specific brand, model/year and country of origin for each item.
2. Delivery period shall be within **fifteen (15) calendar days** upon receipt of **Purchase Order**.
3. Warranty shall be for a period of three (3) months for supplies and materials, One (1) year for equipment from date of acceptance by the end-user.
4. Price validity shall be for a maximum period of 120 calendar days.
5. Subject to the submission of the following documents:
  - a. DTI/SEC Certificate of Registration
  - b. Mayor's/Business Permit
  - c. PhilGEPS Registration Number
  - d. Income/Business Tax Return
  - e. Omnibus Sworn Statement

Canvassed By:

THELMA L. PEREZ  
Officer-In-Charge

JOSE LEORIEL B. PASIA  
Acting Supply Officer I

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL
			Office: Office of the Mayor - PESO Charge to: Capital Outlay - Machineries and Equipment Information and Communication Technology Equipment ABC: Php174,330.00		PR No. 1044 OBR No. 100-2105-04828	
1	2	units	Laptop Processor: 4 Cores 2.1Ghz Up to 3.7Ghz Memory: 8GB 4GBx2 RAM Storage: 512GB SSD Display: 15.6inch FHD Display I/O Ports 1x USB 3.2 Gen 1 Type-A 1x USB 3.2 Gen 1 Type-C 2x USB 2.0 Type-A 1x HDMI 1.4 1x 3.5mm Combo Audio Jack Micro SD card reader Expansion Slots (includes used) 1x DDR4 SO-DIMM slot, 1 x STD 2.5 SATA HDD, 1 x M.2 2280 Keyboard & Touchpad Backlit Chiclet Keyboard 1.4mm Key-travel Camera VGA camera Audio Built-in speaker Built-in microphone	Php 50,750.00	Php _____	Php _____

RFQ No. 2021-07-451  
Procurement of Various IT Equipment

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL
			Office: Office of the Mayor - PESO Charge to: Capital Outlay - Machineries and Equipment Information and Communication Technology Equipment ABC: Php174,330.00		PR No. 1044 OBR No. 100-2105-04828	
2	1	unit	with Cortana support Network and Communication Wi-Fi 5(802.11ac)+Bluetooth 4.1 (Dual band) 1*1 Battery: 32WHrs, 2S1P, 2-cell Li-ion Power Supply 94.0, 45W AC Adapter, Output: 19V DC, 2.57A, 45W, Input: 100~240V AC 50/60HZ Weight: 1.90 kg (4.19 lbs) Dimensions (W x D x H) 36.00 x 23.50 x 2.29 ~ 2.29 cm (14.17" x 9.25" x 0.90" ~ 0.90")	Php 32,830.00	Php _____	Php _____
			Printer Compact integrated tank design High yield in bottles spill-free, error-free refilling print, scan, copy, fax with ADF wi-Fi, Wi-Fi Direct Borderless printing up to 4R			

3	1	unit	Projector RGB liquid crystal shutter USB type A; 1 wireless Lan unit firmware update XGA, 3,300lm Contrast Ratio: 15,000:1 Lamp Hour: 6,000 - 10,000 3LCD Tech Image Size: 30" - 300"	Php	40,000.00	Php		Php	
						Total			vvvvvvvvvvvvvv

x-x-x-x-x-x-x-x-x-x-x-x-x-x

After having carefully read and accepted your terms and conditions, I/We hereby quote on the items/s at prices listed above

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Printed Name/Signature

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Tel. No/Cellphone No.  
e-mail address

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Date