

REQUEST FOR QUOTATION (RFQ)

PR/PP No.: 2023-02-110
End-user: PPPP
Name of Project:

RFQ No.: 2023-03-264
Date: MAR 15 2023
ABC: ₱403,000.00

PURCHASE AND DELIVERY OF SEMI-EXPENDABLE ICT AND COMMUNICATION EQUIPMENT FOR PPPP
USE

Mode of Procurement: SMALL VALUE PROCUREMENT

Sir/Madam:

Please quote your lowest price on the item/s described below inclusive of taxes duly signed by you or your authorized representative, subject to the Terms and Condition provided in this RFQ and submit personally to the Office of the Procurement Section, 40 North Drive, Baguio City or through email at bacsec.car@dswd.gov.ph on or before MAR 20 2023 12:00NN


ENRIQUE H. GASCON JR.
BAC Chairperson

TERMS AND CONDITIONS:

1. Quotations in excess of the ABC will be **REJECTED**.
2. For total quoted price, quotations with a **dash or zero shall be deemed free of charge**.
3. All entries must be typewritten/printed/longhand. **Any erasure in the quotation must be countersigned by the bidder/representative**, otherwise quotation will be rejected.
4. The Procuring Entity **may give due preference to goods being offered with green component**.
5. If necessary, the BAC through the TWG, may require an ocular inspection of the venue/place of business/goods being offered.
6. Delivery of Goods / Services is **as indicated** in the next page.
7. Price validity shall be for a period of **120 calendar days from RFQ Opening of the BAC until confirmation of Purchase Order by the winning supplier**.
8. The following documents shall be attached upon submission of quotation, otherwise your quotation will not be accepted, please disregard if already submitted:
 - a. **Updated Mayor's / Business Permit**
 - b. **PhilGEPS Registration Certificate or PhilGEPS Registration Number to be indicated in space below (except for Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue).**
 - c. **Official Receipt issued by BIR (a mere picture of the receipt can suffice)**
9. Where there is discrepancy between: (a) total price per item and unit price for the item as extended or multiplied by the quantity of that item, the unit price shall prevail; (b) stated total price and the actual sum of prices of component items, the lower shall prevail; (c) unit cost in the detailed estimate and unit cost in the bill of quantities, the lower shall prevail.
10. Suppliers/Contractors who **refuse to accept correction of price offer after Bid Evaluation shall be disqualified**.
11. Award of Contract shall be made to the Lowest Calculated Responsive Quotation (LCRQ) that complies to the **technical specifications** and the **terms and conditions** stated herein.
12. The BAC shall require the bidder with Lowest Calculated Responsive Quotation (LCRQ) to submit the **Omnibus Sworn Statement** prior to issuance of Award / Purchase Order with ABC amounting to **P500,000.00 for Emergency Cases and P50,000.00 above for Small Value Procurement**.
13. If the Supplier fails to deliver the required goods /services as specified in the Award / Purchase Order, the Procuring Entity may **disqualify bidder from participating future procurement activities to be conducted by DSWD-CAR**.
14. **Liquidated damages equivalent to one tenth of one percent (0.001)** of the value of the goods not delivered within the prescribed delivery period may be imposed per day of delay. The Procuring Entity (PE) may rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
15. Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25025** or email address bacsec.car@dswd.gov.ph.

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Cordillera Administrative Region
40 North Drive, Baguio City
REQUEST FOR QUOTATION (RFQ)

ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	BRAND OFFERED	UNIT PRICE	TOTAL
	PURCHASE AND DELIVERY OF SEMI-EXPENDABLE ICT AND COMMUNICATION EQUIPMENT FOR PPPP USE					
1	ALL-IN-ONE PRINTER Printing Method: print head Nozzle Configuration: 180 Nozzles Black, 59 Nozzles per Color Minimum Droplet Size: 3 pl, With Variable-Sized Droplet Technology Ink Technology: Dye Ink Printing Resolution: 5,760 x 1,440 DPI Category: Home, Home Office All-in-One Functions: Print, Scan, Copy Printing Speed ISO/IEC 24734: 10 pages/min Monochrome, 5 pages/min Colour, 69 Seconds per 10 x 15 cm photo Printing Speed: 15 pages/min Colour (plain paper 75 g/m ²), 33 pages/min Monochrome (plain paper 75 g/m ²), 27 Seconds per 10 x 15 cm photo Colours: Black, Cyan, Yellow, Magenta Single-sided scan speed (A4 black): 200 DPI; 11 sec. with flatbed scan Single-sided scan speed (A4 colour): 200 DPI; 32 sec. with flatbed scan Output formats: BMP, JPEG, PICT, TIFF, multi-TIFF, PDF, PNG Scanner type: Contact image sensor (CIS) Optical Resolution: 600 DPI x 1,200 DPI (Horizontal x Vertical) Number of paper trays: 1 Paper Formats: C6 (Envelope), B5 (17.6x25.7 cm), A6 (10.5x14.8 cm), A5 (14.8x21.0 cm), A4 (21.0x29.7 cm), Legal, User defined, 13 x 18 cm, 10 x 15 cm, Letter, No. 10 (Envelope), DL (Envelope), 16:9 Duplex: Manual Output Tray Capacity: 30 Sheets Multifunction: 100 Sheets Standard Compatible Paper Weight: 64 g/m ² - 300 g/m ² Media Handling: Borderless print (up to 10 x 15cm) Number of paper trays: 1 Paper Formats: C6 (Envelope), B5 (17.6x25.7 cm), A6 (10.5x14.8 cm), A5 (14.8x21.0 cm), A4 (21.0x29.7 cm), Legal, User defined, 13 x 18 cm, 10 x 15 cm, Letter, No. 10 (Envelope), DL (Envelope), 16:9 Emulations: ESC/P-R Black yield: 8,100 pages Colour yield: 6,500 pages 2 Years Warranty	6	unit			
2	DOCUMENT SCANNER Sheet-fed: Auto Document Feeder Output: Color, Black and White Optical Resolution: >= 600 dpi Daily Duty Cycle: >= 4000 pages Speed: >=35 ppm Scan Size: A4, Legal Feeder: >= 50 sheets Connectivity: USB 3.0 Warranty & SLA: 1-year Hardware Warranty	6	unit			
3	VOICE RECORDER Digital Voice Recorder: >=4GB internal storage, Expandable via microSD upto 32GB Background noise reduction; USB 2.0 connection Built-in Li-ion battery up to 55 hours battery life Playback functionality 1 year Hardware Warranty	8	unit			
4	WIRELESS MICROPHONE 4 wireless microphone Individual xlr output Rack mountable One button infrared frequency (ACT) use multiple scanning technology reliable synchronization step Manual channel selection and automatic channel scanning With free heavy duty carrying case Individual mic level Individual display Heavy duty metal build Microphone range distance 80-100 meters Battery operation Compatibility AA UHF REceiver with individual XLR output	4	unit			
TOTAL PRICE						

	OTHER REQUIREMENTS	COMPLIANCE		REMARKS
		Can Comply	Cannot Comply	
	Delivery of Goods is within 10 calendar days after receipt of Purchase Order. Delivery place at DSWD FO CAR, #40 NORTH Drive, Baguio City. If the last day of delivery falls on Saturday/Sunday/Holiday, the delivery of goods can be moved to the next working day.	[]	[]	
	Service Provider must have Active Landbank Account for Payment Purposes. For other banks, service charge will be deducted upon payment on the account.	[]	[]	
PAYMENT SHALL BE MADE THRU LANDBANK OF THE PHILIPPINES				

• Award shall be made per: x Item Basis Lot Basis

*Note: **NO GIFT ALLOWED**. Pursuant to RA 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and Employees. The DSWD reserves the right to reject any or all offers at no costs, waive any therein and accept the offer most advantageous to the government.*

Sir: After having carefully read and accepted your terms and conditions, I / We submit our bid on the item/s quoted above.

Signature of supplier/representative over printed name:

Name of Firm/Dealer/Contractor: _____

Address: _____

Name and Signature of Canvasser

Email Address: _____

Contact Number/s: _____

PhilGEPS Registration Number: _____

