

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Cordillera Administrative Region
40 North Drive, Baguio City

REQUEST FOR QUOTATION (RFQ)

No.: 2025-02-055

End-user: ICTS

Name of Project:

RFQ No.: 2025-02-177

FEB 28 2025

Date:

ABC: ₱277,994.00

Purchase and Delivery of Semi-expandable ICT Equipment for ICT Staff

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 05 2025 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 Negotiated Procurement - Emergency Cases, Sec. 53.2, RA 9184 IRR)
 - o Income/Business Tax Return (for Small Value Procurement, Direct Contracting above P500K, Emergency Cases above P500K, and Lease of Real Property/Venue).
 - o Official Receipt or Invoice issued by BIR (as applicable, a mere picture of the receipt or invoice 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 latter 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. Upon **approval of the Purchase Order (PO)**, the Procurement Section may send or forward the **approved PO for confirmation** to the winning bidder. The **approved PO shall be confirmed within three (3) calendar days** upon sending the approved PO to the **winning bidder's officially registered email address or upon notification of the winning bidder that the approved Purchase Order is available for confirmation**. Failure to submit the confirmed PO within the 3-day period may cause the automatic cancellation of the PO.
14. 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**.
15. **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.
16. Further information may be obtained from the Procurement Section with telephone number **(074) 661-0430 local 25123, 0969-572-9176** or email address bacsec.car@dswd.gov.ph.

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ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
	Purchase and Delivery of Semi-expandable ICT Equipment for ICT Staff				
1	Tools and Hardware				
	Tool Box with Tray 436mm x 220mm x 205mm	2	piece		
	Claw Hammer Fiberglass Handle 16oz	1	piece		
	10-piece Combination Wrench Set (8, 9, 10, 11, 12, 14, 15, 17, 19, 22)	1	set		
	Heavy Duty Ratchet and Socket Wrench Set 12 pcs	1	set		
	Metal Pegboard with 10 pcs hook 12x39in	6	piece		
	Corded Impact/Hammer Rated Input power: 800 w Weight: 2.5 kg No-load speed, 1st gear: 0 - 1,100 rpm No-load speed, 2nd gear: 3,000 rpm Impact rate at no-load speed: 0 - 48,000 bpm Rated speed: 740 rpm Rated torque: 5.2 / 2.0 nm Chuck capacity, min / max: 1.5 - 13mm Drilling diameter in woods: 25 / 40 mm Drilling diameter in concrete: 16 / 20 mm Drilling diameter in steel: 8 / 13 mm Drilling diameter in masonry: 22mm	1	set		
	Cloth duct tape size: 48mm x 50m Gray	10	roll		
	Square Hacksaw Frame 12" w/ Blade	1	piece		
	Hacksaw Blade 12"	10	piece		
	Heavy Duty Drill bit Set Masonry (12,14,16,18,20,25,28,30,32)	1	piece		
	Heavy Duty Drill bit Set Wood (12,14,16,18,20,25,28,30,32)	1	piece		
	Heavy Duty Drill bit Set HSS Metal (12,14,16,18,20,25,28,30,32)	1	piece		
	Gypsum Screw for Wood 3.5 x 25mm 1 inch (100pcs/box)	3	box		
	Metal black screw with self-tapping tip 1 inch (100 pcs/box)	3	box		
	Outdoor Mounting tape 1" x 3mm x 5m Adhesive Type: Acrylic (strong bond) Thickness: 1.6mm (varies slightly with product) Temperature Range: -40°F to 200°F (up to 300°F for short periods) Bond Strength: Strong enough to replace screws and rivets in certain applications Surface Compatibility: Works well on clean, smooth surfaces (metal, plastic, glass, etc.) Weather Resistance: UV, moisture, and weather-resistant Weight Holding: Typically supports 30-60 lbs per square inch for medium-heavy-duty tasks Shear Strength: High shear resistance to sliding and movement	10	roll		
	Outdoor Mounting tape 1/2" x 3mm x 5m Adhesive Type: Acrylic (strong bond) Thickness: 1.6mm (varies slightly with product) Temperature Range: -40°F to 200°F (up to 300°F for short periods) Bond Strength: Strong enough to replace screws and rivets in certain applications Surface Compatibility: Works well on clean, smooth surfaces (metal, plastic, glass, etc.) Weather Resistance: UV, moisture, and weather-resistant Weight Holding: Typically supports 30-60 lbs per square inch for medium-heavy-duty tasks Shear Strength: High shear resistance to sliding and movement	10	roll		
	All purpose Grab Adhesive (No more Nails)	5	sachet		
	Soldering Gun Set Specs: Power: 100W Voltage 230-240V Should include: box and at least 3 solder tips	1	unit		
	Soldering Lead 0.8mm 17m/roll	1	roll		
	Soldering stand	1	piece		
	Electrical Tape 0.16mm x 19mm x 16m	10	roll		
	Cable Tie/ Zip Tie, black, 4mm x 150mm, 100 pieces per pack	10	pack		
	Cable Tie/ Zip Tie, black, 4mm x 200mm, 100 pieces per pack	10	pack		
	Cable Tie/ Zip Tie, black, 4mm x 400mm, 100 pieces per pack	10	pack		
	Velcro Cable Tie, 1.2 cm x 15cm, black 10 pieces per pack	20	pack		

	PVC Wire Moulding (1" width)	30	piece		
	PVC Wire Moulding (2" width)	10	piece		
2	Audio/Video Equipment				
	USB Headphone with Microphone (black) Frequency Response: 20Hz - 20kHz Output Sound Pressure Level: 94 ± 3dBSPL(A) Impedance: 40Ω Connection: USB-A plug Cable Length: 2.8m Microphone Direction: Single point Sensitivity: -42dB±/-3dB	22	piece		
	Heavy Duty PL55 MONO Connector Audio Plug 6.5mm	10	piece		
	Stereo Jack Heavy Duty Audio RMJ3PS-BG 3.5mm	10	piece		
	Stereo Microphone Cord with Low Noise Transmission (100 meters per roll)	1	roll		
	Cable Mount XLR Male Connector 3 way & Female Connector 3 way (PAIR)	20	pair		
	Microphone boom stand with folding tripod base and adjustable height Specifications: Color: Black Stand Height : 25 to 42" / 0.64 to 1.07 m Stand Collapsed Size: 25" / 63.50 cm Stand Base Type: Tripod Stand Adjustment Type: Twist Clutch Leg Sections: 3 Boom Length: 24" / 60.96 cm Boom Range of Motion: 1 x 360° Mounting Thread: 5/8"-27 Male Material: Metal	4	piece		
3	Networking and IT Equipment				
	Multi-Purpose Active LAN Tester ~Rechargeable Lithium Battery powered ~Line-to-line test, Length Test, Line Hunting ~PoE Test (IEEE802.3AT/AF/BT) ~Port Flash Functionality ~IP Scan Test ~Network Rate Function (10Mb/100Mb/1000Mb) ~Multi Lingual ~ +probe	1	set		
	Network rack cable manager - 1U 19 inch - 24 slot horizontal rack mount - with cover and mounting screws	10	unit		
	Cantilever tray (rack mount) - 1u 19 inch - >=15" depth	6	piece		
	Port Lock-out device ~20 pcs / pack ~with 1 key	20	pack		
	Multi-Layered Racking Storage System ~4 Layers ~at least 400Kg capacity per layer ~at least H1800mm*L1800mm*D600mm	2	set		
	Powered USB extension cable Highspeed 3.0 30meters	2	piece		
	Epson Maintenance Box chip resetter -L6460, L6468, L6290, L6268, L6276, L6278, L6490, 6498	7	piece		
4	Electrical and Power Equipment				
	Batteries 4pc AA 2500mAh with 2hr Quick Charger Specs Should be the same brand as the battery in the next item	2	set		
	Rechargeable Batteries 4pc AA Min. 2500 mAh, 1.5V and with charger Specs: Material: Metal-hydride alloy lattice Brand should have Green Certificate	10	pack		
	CR1220 Lithium button cell	10	piece		
5	Storage and Backup				
	16 TB SATA HDD 7200RPM NAS Grade	4	piece		
6	Miscellaneous Equipment				
	Digital voice recorder Battery Type: Dry Battery Battery type: AAA x2 Built-in Memory: 4GB Built-in Microphone: Stereo Calendar Search: Yes LCD Backlight: No Maximum files per folder: 199 Maximum files (total): 5000 PC Connectivity: Yes	1	piece		

	OTHER REQUIREMENTS			REMARKS
		Can Comply	Cannot Comply	
	Delivery of Goods 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: 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.

Name of Firm/Dealer/Contractor: _____

Office Address: _____

Owner's/Proprietor/President's Name and Signature: _____

Contact Number/s: _____

Email Address: _____

For Authorized Representative, kindly indicate the following: _____

Name and Signature: _____

Contact Number/s: _____

PhilGEPS Registration Number: _____

Name and Signature of Canvasser

 MEL/hazel