



# REQUEST FOR QUOTATION (RFQ) No. 424-2020

## Procurement Unit

The Tarlac State University (TSU), through its Bids and Awards Committee (BAC) and Procurement Unit, will undertake an **Alternative Method of Procurement through Negotiated Procurement** for the items stated below, in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The TSU hereinafter referred to as "the Buyer", now requests submission of a price quotation for the subject below:

Purchase Request No.	DESCRIPTION/PARTICULARS	APPROVED BUDGET FOR THE CONTRACT (ABC) inclusive of VAT
2020-12-275 (NSTP)	I.T. EQUIPMENT	215,000.00

*Purpose: for NSTP Office use at the new NSTP Building, Lucinda Campus, Tarlac City*

Philgeps Posting: Active Date: \_\_\_\_\_ Closing Date: \_\_\_\_\_ Category: \_\_\_\_\_ Reference No. : \_\_\_\_\_

Interested suppliers are required to submit the following documents:

- Valid and Current Mayor's / Business Permit
- Latest Income / Business Tax Return
- Proof of PhilGeps Registration
- Omnibus Sworn Statement
- Brochure, if applicable

### TSU Condition of Sale:

1. Delivery Schedule: \_\_\_\_\_ calendar days from receipt of approved PO/NTP
2. Bid Validity: \_\_\_\_\_ calendar days from submission of bids
3. Delivery Site: Supply and Property Management Unit, Tarlac State University  
(045) 606-8159 / (045) 982-2605
4. Warranty shall be for a period minimum of three (3) months of expendable supplies, or a supplies/equipment after acceptance by the procuring entity of the delivered

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which comply with the minimum technical specifications and other terms and conditions stated herein.

Any alteration, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1) and eligibility documents is not later than \_\_\_\_\_ at the Procurement Unit, Admin Building Tarlac State University, Tarlac City. Open submission may be done manually or through email at [tsucanvassing@gmail.com](mailto:tsucanvassing@gmail.com)

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the underperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten (10%) percent of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The TSU reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of R.A 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

**CARLOTA M. MARCOS**  
Head, Procurement Unit

**PRICE QUOTATION**

Date: \_\_\_\_\_  
 RFQ No. 424-2020  
 PR No. 2020-12-275 (NSTP)

The Bids and Awards Committee  
 c/o Procurement Unit  
 TSU, Tarlac City  
 (045) 982 -4630 / (045) 606 -8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
9	set	<b>OFFICE COMPUTER</b> , (for Director's clerk and DMST Office), processor intel coreTM i5 10th generation, OS pre-loaded OEM windows 10 Pro 64bit English (Genuine Microsoft OS Media Kit CD included), Memory 8GB, 2x4GB DDR4, 2666 MHz, ECC/Non-ECCSDRAM, Hard Drive 512GB SSD, Video Card Integrated Intel HD Graphics, Ports 8 External USB Type A: 4x3.1 (2front/2 rear) and 4x2.0 (2 front/ 2 rear) 2 Internal USB 2.0 1RJ-45 1 DisplayPort 1.2 1HDMI 1.4 1UAJ 1Line-out, Display at least 21.5" Wide Screen Monitor with LED Back Light (same brand as system unit and compatible to the unit's display output port), Peripherals Keyboard, Optical scroll mouse (must be same brand with system unit), Form Factor Small Form Factor, UPS Output Power Capacity: 550W/1.1kVA Normal Output Voltage: 230V Battery type: Maintenance-Free sealed Lead-Acid battery with suspended electrolyte: leakproof Replacement Battery: RBC17 Expected Battery Life (years): 2-4 Life (years): 2-4 Heaights: 21.5 cm x Width: 13cm x Depth: 33.6 cm Warranty: 2years, Warranty w/5 years on-site repair/warranty on all labor and parts by an authorized technical support.	2		
10	set	<b>DIRECTOR'S OFFICE COMPUTER</b> , processor intel coreTM i5 10th generation, OS pre-loaded OEM windows 10 Pro 64bit English (Genuine Microsoft OS Media Kit CD Included), Memory 16GB, 2x8GB DDR4, 2666 MHz, ECC/Non-ECCSDRAM, ECC/Non-ECCSDRAM, Hard Drive 512GB SSD, Video Card Integrated Intel HD Graphics, Ports 8 External USB Type A: 4x3.1 (2front/2 rear) and 4x2.0 (2 front/ 2 rear) 2 Internal USB 2.0 1RJ-45 1 DisplayPort 1.2 1HDMI 1.4 1UAJ 1Line-out, Display at least 21.5" Wide Screen Monitor with LED Back Light (same brand as system unit and compatible to the unit's display output port), Peripherals Keyboard, Optical scroll mouse (must be same brand with system unit), Form Factor Small Form Factor, UPS Output Power Capacity: 550W/1.1kVA Normal Output Voltage: 230V Battery type: Maintenance-Free sealed Lead-Acid battery with suspended electrolyte: leakproof Replacement Battery: RBC17 Expected Battery Life (years): 2-4 Life (years): 2-4 Heaights: 21.5 cm x Width: 13cm x Depth: 33.6 cm Warranty: 2years, Warranty w/5 years on-site repair/warranty on all labor and parts by an authorized technical support.	1		

Warranty : \_\_\_\_\_

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

**AUTHORIZED REPRESENTATIVE:**

Signature : \_\_\_\_\_  
 Printed Name : \_\_\_\_\_  
 Date : \_\_\_\_\_  
 Company Name Registered : \_\_\_\_\_  
 E-mail Address : \_\_\_\_\_  
 Contact no. : \_\_\_\_\_

**BANK DETAILS:**

Bank Name : \_\_\_\_\_  
 Bank Address : \_\_\_\_\_  
 Bank Account Name : \_\_\_\_\_  
 Bank Account Number : \_\_\_\_\_



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 7391327  
**Procuring Entity** TARLAC STATE UNIVERSITY  
**Title** I.T. EQUIPMENT  
**Area of Delivery** Tarlac

<b>Solicitation Number:</b> 424-2020 <b>Trade Agreement:</b> Implementing Rules and Regulations <b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9) <b>Classification:</b> Goods <b>Category:</b> Information Technology <b>Approved Budget for the Contract:</b> PHP 215,000.00 <b>Delivery Period:</b> 10 Day/s <b>Client Agency:</b>	<b>Status</b> Closed <b>Associated Components</b> 1 <b>Bid Supplements</b> 0 <b>Document Request List</b> 3 <b>Date Published</b> 30/12/2020 <b>Last Updated / Time</b> 30/12/2020 00:00 AM <b>Closing Date / Time</b> 04/01/2021 01:00 AM																		
<b>Contact Person:</b> Jasmin Taguines Fontanilla Admin Aide IV Romulo Blvd. Tarlac City Tarlac Philippines 2300 63-045-9824630 63-045-9824630 jtfontanilla@yahoo.com																			
<b>Description</b> Office Computer																			
<b>Line Items</b> <table border="1"> <thead> <tr> <th>Item No.</th> <th>Product/Service Name</th> <th>Description</th> <th>Quantity</th> <th>UOM</th> <th>Budget (PHP)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Office Computer</td> <td>see attached</td> <td>2</td> <td>Set</td> <td>140,000.00</td> </tr> <tr> <td>2</td> <td>Director's Office Computer</td> <td>see attached</td> <td>1</td> <td>Set</td> <td>75,000.00</td> </tr> </tbody> </table>		Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)	1	Office Computer	see attached	2	Set	140,000.00	2	Director's Office Computer	see attached	1	Set	75,000.00
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**Created by** Jasmin Taguines Fontanilla  
**Date Created** 29/12/2020

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