



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**SOUTHERN LEYTE 1<sup>st</sup> DISTRICT ENGINEERING OFFICE**  
Ibarra, Maasin City, Southern Leyte



Name of Procuring Entity: DPWH-SLDEO	(P.R. No.)/Contract ID No.	:
Revised on :	Date	:
Standard Form/Title REQUEST FOR QUOTATION	Office/End User	: DPWH-SLDEO
<b>COMPANY NAME</b>		
<b>ADDRESS</b>		
TEL. NO./FAX No.	TIN :	

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than 10:01 A.M. of \_\_\_\_\_ in the return envelope attached herewith, to the Goods & Services Division, Procurement Services, DPWH-SLDEO, Maasin City.

**TERMS and CONDITIONS :**

1. All entries must be typewritten or legibly written.
2. Delivery period within 31 days upon receipt of the approved funded Purchase Order (P.O). Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of three (3) months for supplies & materials; one year for Equipment; 3 years IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. G-EPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation. (Income Tax Return and Omnibus Sworn statement for Procurement using the method of Small Value Procurement)
6. Bidders shall submit original brochures of the product.
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **P 270,000.00**
9. Must have a physical store/service center w/in the province for technical purpose
10. Supplier must be an Authorized Product Distributor w/ certification

**GIDEON C. SACRO**  
Assistant District Engineer  
BAC Chairman

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Multifunction Inkjet Printer (A3)	1	unit		
2	Desktop Computer for Application Use (RROW)	2	units		
	Specification: Desktop Processor & Chipset: Core i5 (12th Gen), 6 cores & 64 bit or its equivalent				
	Internal Memory: 16GB DDR4 Storage:1TB 7200RPM HDD+512SSD				
	Display & Graphics: 21" Diagonal Full High Definition wide screen or wide viewing angle LED display (same brand as CPU) 4GB GDDR6 dedicated graphics memory				
	Audio: Integrated sound card with intenna/external speaker				
	Expansion slot: 4 slots on-board, at least 1 PCI express slot				
	I/O Ports: 6 USB (2 front, 4 rear at least 1 type C), VGA, Audio, HDMI/Display port, ethernet (RJ-45)				
	Network Interface: Integrated Gigabit Ethernet Casing: Two external bays				

	Software Operating System: Licensed OEM windows 11 Professional 64 bit with media installer. Must be activated with Microsoft prior to delivery.		
	Recovery Media: All drivers and utilities must be stored in any electronic storage media. It must be properly labelled and virus free.		
	Office Software: Microsoft Office Standard (latest version) under Cloud Solution Provider (CSP) agreement. The licenses must be perpetual and transferable. It must be licensed and named after the DPWH and can be added to the Department's existing tenant domain		
	dpwhgovph.onmicrosoft.com and primary domain dpwh.gov.ph. The Supplier must present a certificate as a Certified CSP Direct Partner in the Philippines.		
	Accessories Keyboard: Manufacturer's Standard (same brand as the Computer) Mouse: Optical with mouse pad (same brand as the Computer) Webcam: 2MP FHD		
	Headset: Headset with Microphone (1 meter cable length, with noise cancellation feature, audio jack/USB connection type. Must be compatible with the offered desktop)		
	Power supply: Manufacturer's Standard Cables and Connectors: All necessary cables and connectors; patch cord (CAT6, factory crimped with RJ45 connector, 5 meters, preferably color orange).		
	Other Requirements: Brand and Model: Must be an international Brand Name with existence of at least 10 years in the Philippines. It must be in the current catalog and not end of life. Manufacturer's certificate is required.		
	Components: All components must be same brand as the Laptop and factory installed and new. The supplier is not allowed to change or add any components to the equipment.		
	Regulatory: ENERGY STAR certified (with Energy Star Stamp). For Laptops that do not carry an Energy Star label, an appropriate means of proof of Energy consumption levels shall be submitted such as a technical dossier of the manufacturer or a test report from a recognized body to demonstrate compliance with this requirement.		
	Documentation and Media: All equipment shall be supplied with standard manufacturer documentation, on any electronic storage media and hard copy version where available.		
	Warranty and Maintenance: The supplier is required to provide a 1 year warranty on all parts incl. mouse and headset with microphone, associated software and onsite labor from the date of the Inspection and Acceptance Report (IAR). In any case that the Laptop needs to be pulled out for servicing, the Supplier must return the unit within 2 weeks or a service unit with the same or higher specifications must be issued.		

	Technical Support: The Local technical support shall incl. telephone and email, 8 hours per day (8:00am - 5pm) 5 days a week (Monday-Friday) for problem resolution. Support shall have a response time of next business day.		

**Brand and Model** \_\_\_\_\_

**Delivery Period** \_\_\_\_\_

*After having carefully read and accepted your General Conditions, I / We quote you on the item(s) at prices note above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the*

\_\_\_\_\_ Printed Name / Signature / Date

\_\_\_\_\_ Tel. No. / Cellphone No. / E-mail Address

Website: [www.dpwh.gov.ph](http://www.dpwh.gov.ph)  
[dpwhsldeo@gmail.com](mailto:dpwhsldeo@gmail.com)

