



24-02-005

Name of Procuring Entity : Request for Quotation (P.R. No.) :
Revised on : Date : FEB 21 2024
Standard Form/Title : Office/End-User : MAINTENANCE SECTION

REQUEST FOR QUOTATION

COMPANY NAME :

ADDRESS :

TEL NO. /FAX NO. :

TIN No. :

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 after 10:A.M. of March 27, 2024 in the return enveloped attached herewith to the BAC Secretariat for Goods, DPWH Bohol 2nd Engineering District, Ubay, Bohol.

TERMS AND CONDITIONS:

- All entries must be typewritten or legibly written.
- Delivery period within 15 Calendar 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 none delivery without valid reason.
- Warranty shall be for a minimum of three(3) months for supplies and materials, one year for Equipment from date of acceptance by the end user.
- Price validity shall be for a period of sixty (60) calendar days.
- G-EPIS Registration Certificate/Mayor's Permit/Philgeps/Tax Clearance/DTI-Sec/Income Tax Return/Omnibus Sworn Statement upon submission of the quotation.
- Bidders shall submit original brochures showing certifications of the product if applicable.
- Please indicate the brand of each item being offered.
- The approved budget ceiling for the procurement is **₱ 999,000.00.**

MARTIN A. PELARADA

BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Desktop Computer (Specialized Software Application Use)	4.00	set		
Main Equipment Components	Specification				
Processor & Chipset	Core-i7 (12th Gen), 8 cores and 64-bit or its equivalent				
Internal Memory	32GB DDR4				
Storage	1TB 7200RPM HDD + 512GB SSD				
Display & Graphics	23-inch to 24-inch Diagonal Full High-Definition Wide Screen or Wide Screen or Wide Viewing Angle LED Display (same brand as CPU); 6 GB dedicated graphics memory				
Audio	Integrated Sound Card with internal speaker				
Expansion Slot	4 slots on-board, atleast 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 (2) external drive 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 transferrable. 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	Specification				
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 connections 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 RJ-45 connector, 5 meters, preferably color orange).				

Other Requirements:

Brand and Model: Must be an International Brand Name with existence of at least ten (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 the same brand as the Computer (except for the webcam, and headset) and manufacturer installed.

Purpose: For Daily Processing of Work Documents, Document printing, copying and scanning use in Maintenance Section.

Brand and Model: _____ Warranty: _____
Delivery period: _____ Price Validity: _____

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 terms and Condition specified by DPWH.

Tel No. : 518-8051
Email address : dpwhbohol2@yahoo.com

Printed Name / Signature / Date
Tel No. / Cellphone No. / E-mail Address



Website: www.dpwh.gov.ph
Tel. No(s): (038) 518 8051





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8. The approved budget ceiling for the procurement is **₱ 999,000.00.**

MARTIN A. PELARADA
BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
Regulatory:	ENERGY STAR certified (with Energy Star Stamp). For Desktop Computers 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 3-yr warranty for parts and associated software and onsite labor, 1-year on mouse, and headset with microphone from the Date of the Inspection and Acceptance Report (IAR)				
Technical Support:	The local technical support shall include telephone and email, 8 hours per day (8:00am - 5:00pm) 5 days a week (Monday - Friday) for problem resolution. Support shall have a response time of next business day.				
Additional Notes:	The UPS (650VA) shall be issued in bundle with the Desktop Computer for Specialized Software Application Use tech specs.				
NAME OF EQUIPMENT: UPS (650VA) for Workstation					
Description:	Continuous power supply and data loss prevention				
Main Equipment	Specification				
Power Ratings	650VA/390W				
	230V - Input/Output Voltage				
	5 minutes back-up power at half load				
	8 hours recharge time				
Outlets	2 power output/connectors				
Features	Built-in Automatic Voltage Regulator (AVR), Automatic Self Test (Built-in), Alarms (Online, on battery, replacement battery, and overload)				
Accessories	Specification				
Cables and Connectors	All necessary cables and connectors; patch cord (CAT6, factory crimped with RJ45 connector, 5 meters, preferably gray and adapters.)				
Other Requirements:					
Brand and Model:	Must be an International Brand Name with existence of at least five (5) years in the Philippines. Unit model must be in current catalog and not end-of-life. Manufacturer's certificate is required.				
Documentation and Media:	The 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 three (3) year warranty for parts and on-site labor from the date of the Inspection and Acceptance Report.				
Technical Support:	The local technical support shall include telephone and email, 8 hours per day (8:00am - 5:00pm) 5 days a week (Monday - Friday) for problem resolution. Support shall have a response time of next business day.				

Purpose: For Daily Processing of Work Documents, Document printing, copying and scanning use in Maintenance Section.

Brand and Model: _____ Warranty: _____
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BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
2	Desktop Computer (for Administrative Use)	2.00	set		
Main Equipment Components	Specification				
Processor & Chipset	Core-i5 (12th Gen), 6-cores and 64-bit or its equivalent				
Internal Memory	8 GB DDR4				
Storage	1TB 7200RPM HDD				
Display & Graphics	21-inch Diagonal Full High-Definition Wide Screen or Wide Viewing Angle LED Display (same brand as CPU); Integrated graphics memory				
Audio	Integrated Sound Card with internal 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 (2) external drive 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 transferrable. 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	Specification				
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 connections 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 RJ-45 connector, 5 meters, preferably color orange).				

Other Requirements:

Brand and Model: Must be an International Brand Name with existence of at least ten (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 the same brand as the Computer (except for the webcam, and headset) and manufacturer installed.

Purpose: For Daily Processing of Work Documents, Document printing, copying and scanning use in Maintenance Section.

Brand and Model: _____ Warranty: _____
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Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BOHOL 2ND DISTRICT ENGINEERING OFFICE
Ubay, Bohol, Region VII



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Regulatory:	ENERGY STAR certified (with Energy Star Stamp). For Desktop Computers 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 3-yr warranty for parts and associated software and onsite labor, 1-year on mouse, and headset with microphone from the Date of the Inspection and Acceptance Report (IAR)				
Technical Support:	The local technical support shall include telephone and email, 8 hours per day (8:00am - 5:00pm) 5 days a week (Monday - Friday) for problem resolution. Support shall have a response time of next business day.				
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Description:	Continuous power supply and data loss prevention				
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Power Ratings	650VA/390W				
	230V - Input/Output Voltage				
	5 minutes back-up power at half load				
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DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BOHOL 2ND DISTRICT ENGINEERING OFFICE
Ubay, Bohol, Region VII



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MARTINA A. PELARADA
SAC CHADMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
3	Multifunction Inkjet Printer (A4)	4.00	Unit		
Description:	For Specialized Software Application use				
Main Equipment Components	Specification				
General					
Print Technology	Inkjet (Color)				
Print Speed	Draft: 22 ppm or ISO: 9 ipm; speed measured using A4/Letter Size paper				
Print Quality	600 x 600 dpi				
Copy Speed	Draft: 6 cpm or ISO: 5.5 ipm; speed measured using A4/Letter Size Paper				
Scan Resolution	1200 dpi				
Scan Features	Multi-sheet scan to single PDF file				
Scan Type	Flatbed and ADF				
Duty Cycle	5,000 pages per month				
Ink System	Continuous Ink Supply System or Ink Tank System (original or built-in); Refill must be available nationwide. Certificate of Authenticity is required.				
Network Interface	Fast Ethernet				
IO Ports	USB 2.0; Ethernet (RJ-45)				
Paper Handling					
Duplex Printing	Automatic two-sided printing				
Paper Trays	Two Trays (Standard Input Tray, Multi-purpose tray)				
Maximum Media Size	Legal (8.5in x 14in)				
Media Type	Paper (bond, light, heavy, plain, recycled, rough), envelopes, labels, cardstock, photo, brochures.				
Software					
Supported OS	Windows 11, 10, 8.1 (32-bit and 64-bit)				
Drivers	Original CD/DVD copy or in any electronic media storage. Must be Compatible with 32-bit and 64-bit operating system.				
Accessories					
Ink Tank	Pre-installed ink tanks with additional three (3) standard ink refill bottles per color.				
Cables and Connectors	All necessary cables and connectors; patch cable (CAT6, factory crimped with RJ-45 connector, 5 meters, preferably color orange).				

Purpose: For Daily Processing of Work Documents, Document printing, copying and scanning use in Maintenance Section.

Brand and Model: _____ Warranty: _____
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DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Name of Office: **BOHOL 2ND DEO**
Office Location : **Ubay, Bohol**

FINAL ANNUAL PROCUREMENT PLAN FOR FY 2024

PROCUREMENT SCHEDULE										
P.R. No. ¹	Contract Package (Description)	Procurement Method	ABC ² (Fund Source)	Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 c.d before submission of bid	Submission and Receipts of Bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-Qualification (1 c.d.)	Award of Contract (2 c.d.)
	Common Office Supplies									
	1. Common Office Supplies	shopping	6,138,822.62							
	2. Common Computer Supplies/Consumables	shopping	13,172,981.90							
	3. Common Janitorials Supplies	shopping	963,860.70							
	4. Common Office Equipment	shopping	4,268,569.00							
	5. IT Equipment and Software	shopping	30,962,733.59							
	6. Common Electrical Supplies	shopping	1,462,373.50							
	7. Other Categories	Public Bidding/Shopping	117,084,804.77							
	INVENTORY									
	1. Inventory/Common Office Supplies	shopping	881,625.50							
	2. Inventory/Common Computer Supplies	shopping	2,559,684.90							
	3. Inventory/Common Office Devices	shopping	113,165.80							
	4. Inventory/Common Janitorials Supplies	shopping	217,229.12							
	5. Inventory/Common Office Equipment	shopping	151,472.00							
	6. Inventory/IT Equipment and Software		161,200.00							
Total Budget Amount			Php	178,138,523.40						


PREPARED BY:

RECOMMENDED BY:

APPROVED BY:


PRIMITIVA E. ABAN
Procurement Engineer


MARTIN A. PELARADA
BAC Chairman


FERNANDO J. TALAGSA
OIC - District Engineer

¹PR No. = Purchase Request No.
²ABC = Approved Budget for the Contract

The BAC Secretariat shall consolidate all the Project Procurement Management Plans (PPMP) prepared by the Project Management Offices (PMOs) into an Annual Procurement Plan (APP). The APP shall bear the approval of the head of the procuring entity. Updating the PPMP and the consolidated APP shall be undertaken every six (6) months or as often as required by the head of the procuring entity.

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Name of Office: MAINTENANCE SECTION
Office Location: Binal 2ND DEO, UMAT, BOHOL

UPDATED PROJECT PROCUREMENT MANAGEMENT PLAN FOR FY 2024

P.R. No. 1	Contract Package (Description)	Procurement Method	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	ABC's (Fund Source)	PROCUREMENT SCHEDULE							
								Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Conference (1 c.d.) 12 Submission of bid	Submission and Receipt of Bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-qualification (1 c.d.)	Award of Contract (2 c.d.)	
	Common														
	1. Common Office Supplies/Goods	shopping	173,127.62	200,940.70	17,687.70	308,301.70	294,027.22								
	2. Common Computer Supplies/Consumable	shopping	965,850.00	941,760.00	990,550.00	965,850.00	3,766,010.00								
	3. Common Janitorial Supplies	shopping	1,000.00	11,038.40	10,398.40	15,788.40	40,225.20								
	4. Common Office Equipment	shopping	222,751.00		353,050.00		575,801.00								
	5. IT Equipment and Software	shopping-abc	1,655,080.00	262,880.00	372,400.00	1,292,870.00	3,383,330.00								
	6. Common Electrical Supplies	shopping	1,221,738.50	38,820.00	42,645.00	300.00	1,603,503.50								
	7. Other Categories	shopping/abc	49,866,972.78	16,107,347.25	29,352,803.19	18,466,377.55	113,793,500.77								
	INVENTORY														
	1. Inventory/Common Office Supplies	shopping	45,500.00	8,000.00	45,950.00	3,295.00	102,740.00								
	2. Inventory/Common Computer Supplies	shopping	13,607.50	16,297.50	4,350.00	11,950.00	46,205.00								
	3. Inventory/Common Office Devices	shopping	2,736.50	24,637.50		5,457.50	33,831.50								
	4. Inventory/Common Janitorial Supplies	shopping		5,229.62	775.00	228.00	6,232.62								
	5. Inventory/Common Office Equipment	shopping	9,050.00	25,000.00	56,800.00		90,850.00								
	6. Inventory/IT Equipment and Software	shopping	161,200.00				161,200.00								
	TOTAL EVERY QTR.	Php	54,330,613.90	17,643,956.97	31,403,690.29	20,970,418.15	134,356,987.31								
	Total Budget Amount		124,356,882.31												

PREPARED BY: **Php** EVALUATED BY: **(To be included in the DPMH Budget Proposal)** RECOMMENDED BY: **(Signature)** APPROVED BY: **(Signature)**

RODRIGO S. ORNELA DEZ **MILA B. VIRTUDAZO** **DIEGO S. VIRTUDAZO** **FERNANDO J. TALAGSA**
Old Chief, Maintenance Section Budget Officer II Old Chief, Maintenance Section District Engineer Office of the District Engineer

PR No. = Purchase Request No.
ABC = Approved Budget for the Contract

The BAC Secretariat shall consolidate all the Project Procurement Management Plans (PPMPs) prepared by the Project Management Offices (PMOs) into an Annual Procurement Plan (APP). The APP shall have the approval of the head of the procuring entity, updating the PPMP and the consolidated APP shall be uploaded every six (6) months or as often as required by the head of the procuring entity.

ITEMIZED LIST OF GOODS
PPMP, FY 2024

Service/PO/PHO : MAINTENANCE SECTION
District: DPWH-Subtel 2nd District Engineering Office, Ulaay, Subtel

Category / Nature and Description / Specification		GOODS		TOTAL		DISTRIBUTION BY QUARTERS							
IT EQUIPMENT AND SOFTWARE		UNIT	PRICE	QTY	AMOUNT	1 ST QTR.	2 ND QTR.	3 RD QTR.	4 TH QTR.	QTY	AMOUNT	QTY	AMOUNT
1	32" Wide Led Monitor	unit	7,400.00	2	14,800.00	-	-	-	-	-	-	-	-
2	Color Digital Photocopyer (3 in 1) A3	unit	210,000.00	1	210,000.00	-	-	-	-	-	-	-	-
3	Computer CPU (Central Processing Unit)	unit	30,000.00	4	120,000.00	-	-	-	-	-	-	-	-
4	Desktop Computer, any Model and Brand	sets	140,000.00	10	1,400,000.00	-	-	-	-	4	120,000.00	-	-
5	Open D8116	sets	8,000.00	1	8,000.00	-	-	-	-	-	-	5	700,000.00
6	Portable Speaker w/ USB/Bluetooth 2.1 BLK	sets	6,000.00	1	6,000.00	-	-	-	-	-	-	-	-
7	50" Projector Screen Stand	sets	15,000.00	1	15,000.00	-	-	-	-	-	-	-	-
8	Mini Portable Projector	sets	20,000.00	1	20,000.00	-	-	-	-	-	-	-	-
9	DV/18	unit	1,370.00	1	1,370.00	-	-	-	-	-	-	-	-
10	External Hard Drive, 500gb	unit	3,240.00	2	6,480.00	-	-	-	-	-	-	-	-
11	External Hard Drive, 1tb	unit	4,200.00	2	8,400.00	-	-	-	-	-	-	-	-
12	Laptop, for seminars only	unit	121,000.00	2	242,000.00	-	-	-	-	-	-	-	-
13	Licensed Microsoft Office 2010 w/ Word, Excel, & Powerpoint	pc	11,500.00	1	11,500.00	-	-	-	-	-	-	-	-
14	Licensed Windows 7 Professional 32-bit	pc	8,300.00	1	8,300.00	-	-	-	-	-	-	-	-
15	Printer (Inkjet, Epson)	unit	60,000.00	10	600,000.00	-	-	-	-	-	-	-	-
16	Printer 3in1 (Inkjet, Canon, Copr)	unit	8,000.00	20	160,000.00	-	-	-	-	-	-	-	-
17	Printer	unit	80,000.00	2	160,000.00	-	-	-	-	-	-	-	-
18	Smart Phone	unit	40,000.00	10	400,000.00	-	-	-	-	-	-	-	-
19	UPS 1100VA/220V	piece	18,500.00	10	185,000.00	-	-	-	-	-	-	-	-
20	UPS 850VA/220V	piece	3,700.00	2	7,400.00	-	-	-	-	-	-	-	-
21	Computer Speaker	piece	1,000.00	3	3,000.00	-	-	-	-	-	-	-	-
TOTAL EVERY QTR.					2,583,320.00	1,655,000.00	262,800.00	372,480.00	3,000.00	3	1,292,870.00		
PROGRAM TOTAL AMOUNT:					2,583,320.00								

ITEMIZED LIST OF GOODS
PPMP, FY 2024

Service/PO/PHO : MAINTENANCE SECTION
District: DPWH-Subtel 2nd District Engineering Office, Ulaay, Subtel

Category / Nature and Description / Specification		GOODS		TOTAL		DISTRIBUTION BY QUARTERS							
INVENTORY/IT EQUIPMENT AND SOFTWARE		UNIT	PRICE	QTY	AMOUNT	1 ST QTR.	2 ND QTR.	3 RD QTR.	4 TH QTR.	QTY	AMOUNT	QTY	AMOUNT
1	Action Camera	unit	29,800.00	1	29,800.00	-	-	-	-	-	-	-	-
2	Camera, Dash Board	unit	12,400.00	1	12,400.00	-	-	-	-	-	-	-	-
3	Digital SLR	unit	89,000.00	1	89,000.00	-	-	-	-	-	-	-	-
4	Memorial Stick	pc	3,200.00	1	3,200.00	-	-	-	-	-	-	-	-
5	Rechargeable Battery for Action Camera	pc	3,800.00	2	7,600.00	-	-	-	-	-	-	-	-
6	SD Card - 64 GB	pc	800.00	10	8,000.00	-	-	-	-	-	-	-	-
TOTAL EVERY QTR.					161,200.00	161,200.00	-	-	-	-	-	-	-
PROGRAM TOTAL AMOUNT:					161,200.00								