



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

REQUEST FOR QUOTATION (RFQ)

Name of Company

Complete Company Address

Date: April 24, 2024
RFQ No.: 24-04-0065
PR No.: 2024-04-0065
ABC: P 150,000.00
PHILGEPS Ref. No.: 10779643

To Whom It May Concern:

Please quote your lowest price/s on the lot or item/s below, subject to General Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative not later than April 26, 2024 at 9:00 AM to the address listed above.

GENERAL CONDITIONS

1. All entries must be typewritten and legible;
2. Bidders must submit certificate of PHILGEPS Registration; or
3. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, etc.);
4. Place this RFQ in a sealed envelope and type the following details on the face of the envelope:

Your Company Name
RFQ No.: 24-04-0065
PR No.: 2024-04-0065
PHILGEPS Reference No.:

5. Delivery period must be at least within seven (7) calendar days upon receipt of the Notice of Award (indicated the days of delivery in the Bidder's Certificate)
6. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
7. Price validity shall be for a period of three (3) months;
8. Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
9. Transaction with City School Division of Tayabas shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment;
10. Failure to comply with these conditions shall mean disqualification of your bid proposal.

HERBERT D. PEREZ
BAC Chairperson

PLEASE QUOTE: PER LOT / PER ITEM				SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX			
ITEM NO.	ITEM DESCRIPTION (Item Name & Technical Specifications)	QTY.	UNIT	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)	
				Unit Price	Total Price	Yes	No
1	Laptop for Budget Unit- Operating System Windows 11 Processor AMD Ryzen 5-7535HS Graphics GeForce RTX 4050 Display 15.6" Full HD 144Hz Memory 16GB 4800MHz DDR5 Storage 512GB SSD I/O Ports 1x 3.5mm Combo Audio Jack 1x HDMI 2.1 FRL 2x USB 3.2 Gen 1 Type-A 1x USB 3.2 Gen 2 Type-C support DisplayPort/power delivery/G-SYNC 1x RJ45 LAN port 1x Type C USB 4 support DisplayPort Keyboard and Touchpad Backlit Chiclet Keyboard 1-Zone RGB Touchpad Camera 720P HD camera Built-in array microphone 2-speaker system Network and Communication Color: Black	1	unit				
2	Laptop for ICT Unit 8-core CPU, 8-core GPU, 16-core Neural Engine, 8GB unified memory 256GB SSD Storage, 13.6-inch, 1080p HD Camera, USB 4 ports, Support for one external display, Touch ID, 30W USB-C Power Adapter, With OS, Color: Black	1 unit					



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				Unit Price	Total Price	Yes	No
TOTAL							
Date of Event		n/a					
Purpose		Procurement of Laptops for Budget Unit and ICT Unit for specific workload and monitoring					

SUPPLIER/CONTRACTOR/CONSULTANTS CERTIFICATION

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at price/s noted above for immediate delivery and shipment which can be made in _____ days from receipt of the Notice of Award.

CANVASSER'S CERTIFICATION

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation (RFQ) in accordance to the guidelines in securing prices for the City Schools Division of Tayabas.

Authorized Representative

Signature over Printed Name

Company Tel./Fax/Mobile No.

Company Tax Identification No. (TIN)

Date