



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500
Tel. Nos. 325-4053

BIDS AND AWARDS COMMITTEE

INVITATION TO SUBMIT PRICE QUOTATIONS 1st Posting

The City Government of Tacloban, through the BIDS AND AWARDS COMMITTEE (BAC) invites all interested suppliers to submit price quotations, under **Section 52.1(b) of the 2016 Revised IRR of R.A. 9184**, for the supply and delivery of **INFORMATION TECHNOLOGY** for use of **MTCC-BRANCH 2 PR# 2020-1113** dated 10/1/20 with a total amount of **One Hundred Nine Thousand Three Hundred Sixty-Five Pesos & 00/100 (Php109,365.00) only** with **BIDSTAC # SB 061-2020 (7299165)**

Please quote your lowest price inclusive of 75% of 1% of Business Tax and VAT subject to the Terms and Conditions of this RFQ, and submit your quotation duly signed by your representative on **November 12, 2020 to 9:00 A.M. of November 18, 2020** at the BAC Office, City Hall Main Building, Kanhuraw Hill, Tacloban City.

Sealed proposals will be accepted not later than **November 18, 2020** at 9:00 o'clock in the morning at the BAC Office, City Hall Main Building, Kanhuraw Hill, Tacloban City. Opening of quotation shall be held at **2:00 PM of November 19, 2020**.

The City Government reserves the right to reject any or all proposals or any part thereof, waive any defect contained therein and accept an offer as maybe advantageous to the City Government of Tacloban.

Supplier shall submit the following requirements:

- a. Duly signed Request for Quotation. Prices shall be quoted in Philippine Peso. Statement of Compliance must be accomplished by supplier.
- b. PhilGEPS Registration Certificate.
- c. Valid Mayor's Permit,
- d. All photocopied documents submitted shall be a certified copy from the original.

Quotations shall be compared and evaluated on the basis of the following criteria:

- a. Completeness of submission
- b. Compliance with Technical Specifications
- c. Price

All deliveries by suppliers shall be subject to inspection, and acceptance by the end-user. All costs of the necessary laboratory tests undertaken by the Procuring Entity on the goods shall be to the account of suppliers. The supplier who submitted the lowest calculated responsive quotation shall be awarded the Purchase Order after evaluation by the BAC.

Delivery of goods shall be made within 3 calendar days from date of receipt of Purchase Order or as may be required by the appropriate authority. Warranty shall be for a minimum of 3 months, after acceptance of the procuring entity of the delivered goods or after the goods are consumed, whichever is earlier for Expendable supplies. For non-expendable supplies, one (1) year after acceptance by the procuring entity of the delivered goods.

Price validity shall be for a period of 120 calendar days. Goods shall be delivered to the BAC Office, City Hall Main Building, Kanhuraw Hill, costs to the account of supplier. Risk and title shall pass from the supplier to the purchaser upon receipt and final acceptance of the goods at the city government of Tacloban. Upon delivery of the goods, the supplier shall notify the Purchaser and present the following documents:

- a. Original and duplicate copy of the Supplier's Invoice showing the goods description, quantity, unit price, and total price
- b. Original and duplicate copy of Delivery Receipt
- c. Original Statement of Accounts
- d. Approved Purchaser Order
- e. Warranty Certificate

Please download the attached Request for Quotation.

Sgd. **JONATHAN R. HIJADA**
BAC Chairman

Date Published: November 12, 2020



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BIDS AND AWARDS COMMITTEE
REQUEST FOR QUOTATION
1st Canvassing

Company Name/Supplier: _____

Address: _____

Contact No. _____

Procurement Title/Category: Information
Technology

RFQ No.	2020-661
RFQ Date:	11/12/20
Mode of Procurement	Shopping B
PR No.	2020-1113
PR Date:	10/1/2020
End-user	MTCC-Branch 2

Please quote your lowest price for the item(s) listed below, subject to terms and conditions stated hereunder and submit your sealed quotation duly signed by your representative to our office not later than **9 o' clock** in the morning, of **November 18, 2020**. Opening of quotation shall be held at **2 o'clock** in the Afternoon of **November 19, 2020**.

Sgd. JONATHAN R. HIJADA
BAC Chairman

Terms & Conditions:

1. All entries must either be typewritten or legibly handwritten;
2. Delivery Period: (10) ten days upon receipt of Purchase Order (PO). Administrative penalties pursuant to Rule XXXIII, Section 69 of RA 9184 shall be imposed for non-delivery without valid reason;
3. Warranty shall be for a minimum of three (3) months for supplies and materials, and one (1) year for equipment from date of acceptance of end-user;
4. Quoted price shall be valid for a period of (6) months;
5. Documents to be attached upon submission of this quotation:
 - a. Valid Mayor's Business Permit
 - b. PhilGEPS Registration No.
 - c. Brochure showing brand, model and specifications of the product being offered, if applicable.
 - d. All photocopied documents submitted shall be a certified copy from the original.
6. The BAC shall conduct the alternative procurement process in accordance with RA 9184 and its 2016 RIRR.

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1.	DESKTOP COMPUTER Corei5-7400 Processor #8401 GA-B250Fintech S1151 #8618 MEM HX424C15FB/8GB DDR4-2400#4171 HDD 1TB SATA #474 Aero-800Grey Case #8997 EB192Q 18.5LCD Monitor #5075 UPS PRO701DFC 650VA#6477 NX1720/X120 Pro Wired Optical Mouse & keyboard #1358 VS MSPD Plain Thin#5796 GS600 600 PSU #5656	1	SET		
2.	PRINTER L5190 MFP WIFI W/ADF CIS-Long	1	Set		
3.	003 ECOTANK CYAN INK BOTTLE	3	Bottles		
4.	003 ECOTANK MAGENTA INK BOTTLE	3	Bottles		
5.	003 ECOTANK YELLOW INK BOTTLE	3	Bottles		
6.	003 ECOTANK BLACK INK BOTTLE	4	Bottles		
7.	COREI508265U WIN10HOME S3330-FN-EY00ET 8GB 256GBSSD 13.3"FHDTV MX150 2GDDR5 SILVER	1	Unit		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: _____ Warranty: _____
 Delivery Period: _____ days upon receipt of the PO Price valid until: _____

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

 Printed Name/Signature/Date

 Contact Number