



**REQUEST FOR QUOTATION
ALTERNATIVE METHOD OF PROCUREMENT**

Date: November 11, 2020

Sir/Madam:

Please give your quotation at Government price on the following articles/materials urgently needed to be purchased.

ITEM #	QTY.	UNIT	ITEMS DESCRIPTION	ABC		SUPPLIER'S PRICE OFFER	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	1	unit	Computer Laptop	55,000.00	55,000.00		
			1. Branded & Brand-new				
			2. Processor: Intel Core i5 (at least) 10th Gen. Processor (at least) Processor base Clock Speed 1.0GHz (at least)				
			3. Display: at least 14 in anti-glare, LED-backlit (at least)				
			4. Memory: 8 GB RAM (at least), upgradeable				
			5. Hard Disk: 1Tb SATA / 512GB SSD (at least)				
			6. Video Camera: Built-in 720HD webcam (at least)				
			7. Network: wifi 802.11 a/b/g/n/ac and Bluetooth, gigabit ethernet,10/100/1000				
			8. Video Graphics: 2 GB dedicated graphics				
			9. Audio: 2 integrated audio speakers, integrated microphone				
			10. Operating System: Pre-loaded with windows 10 Professional (64-bit, OEM)				
			11. Warranty: Minimum 1 year for software/OS, Hardware/parts and service/labor on on-site within Metro Manila				
			12. Accessories: Laptop bag, power adapter and cord, manual, installation/recovery disks (if available)				
			Requirements: (3 sets in 3 separate sealed Enveloped)				
			1. Philgeps Platinum Cert. or Red				
			2. SEC/DTI Registration				
			3. Income tax return				
			4. Mayor's Permit				
			All Requirements must have Stamp of Certified Truecopy with your name and Signature				
			Deadline of submission on November 3, 2020 @ 10:00AM on Procurement Department				
			VAT Inclusive :				

Important:

- 1.) This is an emergency purchase and all items/materials listed must be delivered within seven (7) working days after the receipt of the approved PURCHASE ORDER.
- 2.) A winning dealer who fails to make delivery of the items being purchased within specified date, whether in whole or in part, SHALL BE CONSIDERED A DEFAULTING BIDDER and shall therefore be subjected to OPEN MARKET of the items/materials NOT DELIVERED and the DIFFERENCE IN PRICE to be charged against said defaulting bidder.
- 3.) The Government reserves the right to reject any or all bids or quotations, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the canvass.

Name of Company:

Address:

Telephone #:

Authorized Representative:

DOMINICK M. DIAZ, MGM
Head, Procurement Department

Mhelfet S. Beñales
Canvasser