



UNIVERSITY OF THE PHILIPPINES BAGUIO  
 Governor Pack Road, Baguio City, Benguet, CAR  
 VAT Reg. TIN: 000-864-006-00007  
 Telefax No.: (074) 442-3484  
 email address: spmo.upbaguio@up.edu.ph

**Request for Quotation**

**PROCUREMENT PROJECT: Supply and Delivery of IT Equipment, Peripherals and Accessories (RE-CANVASS)**

**PR No. 14182, 14405, 14453**

**Approved Budget for the Contract: ₱ 98,500.00**

Date: July 01, 2021  
 RFQ No.: 2151  
 MOP: NP - Small Value Procurement

**INSTRUCTIONS:**

1. Accomplish this RFQ correctly and properly. All entries must be typewritten and/ or legibly handwritten.
2. Bidder should attach a copy of the latest Mayor's/ Business Permit, PhilGEPS Registration Number, Omnibus Sworn Statement (for ABCs above ₱ 50,000.00).
3. Submit your quotation at SUPPLY AND PROPERTY MANAGEMENT OFFICE (SPMO), UNIVERSITY OF THE PHILIPPINES BAGUIO, GOVERNOR PACK ROAD, BAGUIO CITY or you could email your quotation to spmo.upbaguio@up.edu.ph NOT LATER THAN 12:00 NN on 8 July 2021.
4. Failure to follow these instructions will disqualify your entire quotation.
5. PAYMENT: within 30 days from completion and acceptance of delivery.

Please quote at your lowest government price (including VAT) on the item/s listed below, and state the time of which you can make delivery. The statement below shall be the basis for the evaluation and calculation of your quotation.

**RODOLFO T. SUÑAT, JR.**

Chief, Supply & Property Management Office

ITEM NO.	GENERAL DESCRIPTION	Compliance with technical specifications (Pls. check)		UOM	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
		YES	NO						
	<b>PROCUREMENT PROJECT: Supply and Delivery of IT Equipment, Peripherals and Accessories (RE-CANVASS)</b>								
1	High quality, branded, Dual-band AX5400 Wi-Fi 6 Router, 1.5GHz tri-core processor, 256MB Flash, 512Mb RAM, 5 gigabit ports, see attached complete specifications.			pc	4	₱ 9,000.00	₱ 36,000.00		
2	High quality, branded, Gigabit PCI LAN Card for desktop, see attached complete specifications.			pc	4	₱ 1,000.00	₱ 4,000.00		
3	Printer with scanner Printer, scan, copy, fax First page out black (A4) automatic paper sensor, duplex printing, memory 128MB, scanner flatbed (pls. see attached sheet)			un	2	₱ 14,000.00	₱ 28,000.00		
4	SCANNER- ADF, Flatbed; Flatbed: 1200 x 1200 dpi; ADF: 600 dpi, Daily Duty Cycle: 1500 sheets			un	1	₱ 27,000.00	₱ 27,000.00		
5	mini thunderbolt displayport to HDMI cable adapter for Macbook			pc	5	₱ 700.00	₱ 3,500.00		
	<b>Suppliers to indicate the following details to their bid:</b>								
	Brand:								
	Delivery Term: within 30 calendar days								
	Price Validity:								
<b>TOTAL:</b>							<b>₱ 98,500.00</b>		
<b>TOTAL QUOTED AMOUNT IN WORDS:</b>									

After having carefully read and accepted your General Conditions, I/We quote you on the Item at prices noted above.

Name of the Company: \_\_\_\_\_ Tel. No. : \_\_\_\_\_  
 Address: \_\_\_\_\_ Fax No. : \_\_\_\_\_  
 Name of Representative: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_