

**UNIVERSITY OF THE PHILIPPINES BAGUIO**

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**REQUEST FOR QUOTATION (RFQ)**

PROCUREMENT PROJECT: Supply and Delivery of Various IT Equipment and Accessories for the University  
 Purchase Request No.: 14557; 14583; 14581  
 Approved Budget for the Contract: Php 218,800.00

Date: 03 June, 2021  
 RFQ No.: 2079  
 MOP: NP-SVP

**INSTRUCTIONS:**

1. Accomplish this RFQ correctly and completely.
2. **Bidder should attach a copy of the latest Mayor's/ Business Permit, PhilGEPS Registration and Omnibus Sworn Statement.**
3. Failure to comply with any of the Technical Specifications will disqualify the quotation.
4. **Submit your quotation at the Supply and Property Management Office, UP Baguio OR may email at [jebagsic@up.edu.ph](mailto:jebagsic@up.edu.ph) and cc: [spmou.upbaguio@up.edu.ph](mailto:spmou.upbaguio@up.edu.ph) NOT LATER THAN 5:00 PM on 08 June, 2021.**
5. Failure to follow these instructions will disqualify your entire quotation.

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

RODOLFO T. SUYAT, JR.  
 Chief, SPMO

ITEM NO.	GENERAL DESCRIPTION	STATEMENT OF COMPLIANCE TO TECHNICAL SPECIFICATIONS (PLEASE CHECK)		UOM	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	
		YES	NO							
1	2TB USB 3.0 Portable EXTERNAL HARD DRIVE Super Speed Slim Storage with WARRANTY			un	2	5,000.00	10,000.00			
2	All-in-One Desktop Computer: 11th Generation Intel Core i7-1165G7 processor (12MB Cache, up to 4.7GHz); Display: 23.8-inch FHD anti-glare narrow border infinity non-touch display; Memory: 32GB, 2666MHz, DDR4(1x16GB); see attached for full specs.			un	2	75,000.00	150,000.00			
3	MS Office 2019 Home & Student Edition: One-time purchase for 1 PC or Mac/ Classic 2019 versions of Word, Excel & PowerPoint/ Microsoft support/Licensed for home/school/office use			lot	3	6,600.00	19,800.00			
4	Printer: multi-functional borderless photo printer; scanner; on-demand ink jet; 90 nozzles; bi-directional/uni directional printing; 5760X1440dpi resolution; fast printing/copying/scanning; see attached for full specs.			un	1	22,000.00	22,000.00			
5	Uninterrupted Power Supply (UPS): Ratings: 2000VA/1200W; Battery: 2x12V/9Ah; Interface: 6x universal socket LED indicators; size: 125 x 380 x 225mm, Weight: 14.8kg; LED/LCD display; microprocessor based digital control; see attached for full specs.			un	1	8,500.00	8,500.00			
6	Uninterrupted Power Supply Ratings: 1500VA, Battery: 2x 12V/8Ah			un	1	6,000.00	6,000.00			
7	Webcam Resolution: FHD 1080p, 1920*1080 Frame Rate: 30fps Lens Type: Full HD Lens Focus Type: fixed focus w built-in single mic			un	1	2,500.00	2,500.00			
	-Delivery Period: within 30 calendar days upon receipt of Purchase Order									
	-PLEASE INDICATE WARRANTY OFFERED FOR THE ITEM									
	-*** Nothing Follows ***-									
<b>TOTAL:</b>							<b>218,800.00</b>	<b>BID TOTAL:</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: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_