

**UNIVERSITY OF THE PHILIPPINES BAGUIO**

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Email Address: [spm0.upbaguio@up.edu.ph](mailto:spm0.upbaguio@up.edu.ph)**REQUEST FOR QUOTATION (RFQ)**

PROCUREMENT PROJECT: Supply and Delivery of Various IT Equipment for the University


Purchase Request No.: 15285; 15421; 15283; 15191; 15503; 15519

Approved Budget for the Contract: Php 597,595.00

Date: **08 November, 2021**RFQ No.: **2293**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, Income/Business Tax Return and Notarized 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: [spm0.upbaguio@up.edu.ph](mailto:spm0.upbaguio@up.edu.ph) with RFQ No. as part of the subject NOT LATER THAN 5:00 PM on 12 November, 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 F. 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	DOT MATRIX PRINTER Narrow carriage 9-pin SIDM / High 357 CPS print speed at 12CPI / 10,000 power on hour MTBF / USB, Serial and Parallel ports			pc	2	15,000.00	30,000.00			
2	Type: All-in-One, Print, Scan, Copy, Fax, Color Inkjet w/ ADF, CISS Print Speed: at least upto 33ppm (black) / 20ppm (color) for Draft A4 (Please see attached Specifi			pc	1	23,000.00	23,000.00			
3	Type: Color LED Laser Print, All-in-One, Print, Scan, Copy, Fax w/ ADF Print Speed: at least upto 24 ppm (A4), 25 ppm (Letter) Simplex Paper Capacity: at least upto 250 sheets (Please see attached specifications)			pc	1	35,000.00	35,000.00			
4	All in One Printer Print, Scan, Copy, Wi-fi Direct with ink tank Maximum Copy Size: A4, Letter Max Copy Resolution: 600 x 600 dpi Draft, A4 (Black / Colour): Up to 33 ppm / 15 ppm *1			un	2	12,000.00	24,000.00			
5	LASER PRINTER Monochrome printing Control Panel LED High Speed USB port 2 A4, A6, A5, envelope and letter size 20 ppm printing speed\ 600 x 600 x 2dpi quality 32B memory 800 Mhz processor speed			un	1	13,295.00	13,295.00			
6	Printer, All-in-One, Print, Scan, Copy, Fax, Color Inkjet w/ ADF, CISS			un	1	14,900.00	14,900.00			
7	Multi-function WiFi printer-print, copy, scan; No. of print cartridges:1 black,1 yellow,1 cyan, 1 magenta; Paper formats:A4,A5,A6,B5,C6 (env.),DL (env.),no.10(env),letter,10x15cm,13x18cm,16:9,user defined,legal (pls see attached add'l specs			un	4	10,600.00	42,400.00			
8	All-In-One Desktop or High-Performance Desktop Profile, at least 4C/4T, 4C/8T or 6C/6T, 4-8MB cache, upto 3-4Ghz (Please see attached specifications)			set	2	80,000.00	160,000.00			
9	All-In-One, Sleek Desktop Profile, at least M1 8C with 16C neural engine (Please see attached specifications)			set	1	95,000.00	95,000.00			
10	Sleek, Performance Laptop Profile, at least 4C/8T or 6C/12T, 3-8MB cache, upto 3-4Ghz (Please see attached specifications)			set	1	70,000.00	70,000.00			
11	Sleek, Performance Laptop Profile, at least M1 8C with 16C neural engine, at least 8GB unified (Please see attached specifications)			set	1	90,000.00	90,000.00			
	- Delivery Period: within 30 calendar days upon receipt of Purchase Order									
	-PLEASE INDICATE WARRANTY OFFERED FOR THE ITEM									
	-*** Nothing Follows ***-									
<b>TOTAL:</b>							<b>597,595.00</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: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_



University of the Philippines Baguio  
OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION

Charging: UG TFI or Reprogrammed Funds					
Equipment	End-user	Specifications	Unit cost	Total Amount	Justification
2 Laptop, Mid-range	(1) Accounting (1) Cash	Type: Sleek, Performance Laptop Profile Processor: at least 4C/8T or 6C/12T, 3-8MB cache, upto 3-4Ghz Memory: at least 8-16GB DDR4 Storage: at least 512GB SSD M.2 PCIe 3.0 NVMe or 256GB SSD+1TB HDD GPU: at least 4GB discrete GPU Display: at least 15.6" LED IPS FullHD 1080p, 400-500nits, Camera: at least built-in 720p-1080p HD Speakers: at least built-in stereo, Mic: at least built-in mono or stereo Network: at least built-in RJ45 LAN, WiFi 6/b/g/n, BT OS: at least licensed Windows 10 64-bit Productivity: at least non-subscription, licensed Office 2019 Peripherals: at least backlit keyboard with multi-touch trackpad, Ports: at least USB 3.x, USB C, 3.5mm combo audio, HDMI out Other: at least 24-36 months manufacturer's warranty, with Backpack	70,000.00	140,000.00	Cash Office: There's no laptop issued to the Cash Office. The laptop will be used during work from home and issued to Mr. Rualo.  Accounting Office: The laptop will be used by the payroll officer.
4 Desktop	(2) Cash (1) Security (1) Batang Oble	Type: All-In-One Desktop or High-Performance Desktop Profile Processor: at least 4C/4T, 4C/8T or 6C/6T, 4-8MB cache, upto 3-4Ghz Memory: at least 8-16GB DDR4 Storage: at least 512GB SSD M.2 2280 PCIe 3.0 NVMe or 256GB SSD+1-2TB HDD GPU: at least 2GB discrete GPU Display: at least 23.8" LED IPS FullHD 1080p Camera: at least built-in 720p-1080p HD Speakers: at least built-in stereo Mic: at least built-in mono or stereo Network: at least built-in RJ45 LAN, WiFi b/g/n, BT OS: at least licensed Windows 10 64-bit Productivity: at least non-subscription, licensed Office 2019	80,000.00	320,000.00	Cash Office: Desktops in the Cash Office is already slow and cannot be updated. Pre-repair to be attached.  Security Officer and Batang Oble: Issued desktops are not working. Pre-repair to be attached.

		Peripherals: at least USB wired Mouse, USB wired Keyboard Ports: at least USB 3.x, USB 2.x, 3.5mm combo audio, HDMI out, HDMI in, card reader UPS: at least 1000VA, 220V with universal outlets Other: at least 1000VA, 220V with universal outlets			
3 Earphones  <i>AIR Pats</i>	(1) Chancellor (1) VCAA (1) VCA	Wireless earphones, compatible with IphoneX, Dual beamforming microphones, Dual optical sensors, Motion-detecting accelerometer, Speech-detecting accelerometer, with wireless Charging Case, Universal fit, H1 Chip, Up to 5 hours of listening time on one charge, More than 24 hours of listening time with wireless charging case, Bluetooth 5.0 connectivity, With lightning to USB-A Cable, With engraving  - Chancellor - VCAA - VCA	14,500.00	43,500.00	To be used during zoom meetings.
2 Dot Matrix printer	(2) Cash	DOT MATRIX PRINTER Narrow carriage 9-pin SIDM / High 357 CPS print speed at 12CPI / 10,000 power on hour MTBF / USB, Serial and Parallel ports	15,000.00	30,000.00	For the printing of checks. Pre-repair to be attached.
5 UPS  <i>A/C</i>	(3) Cash (1) Batang Obie (1) Security	Type: High quality, Line-Interactive UPS with MPC, built-in AVR, universal outlets, LED display/indicators, audible alarm Output capacity: at least 2000VA / 1200W Interface: at least six (6) universal outlets Controller: at least Microprocessor based digital control Display: at least LED display or LCD display Regulation: at least with buck and boost voltage stabilizer Input: at least with wide input voltage range (165-295V AC), frequency auto-sensing Output: at least with wide output voltage range (200-240V AC), frequency auto-sensing Battery at least 2x 12V/9Ah, sealed, maintenance-free. 6-8Hr recharge Protection at least with built-in safety fuse or circuit breaker, over charge, over discharge, surge, short, overload protections at least with 12 months manufacturer's warranty	8,500.00	42,500.00	For the new desktops.  Waste Material report and Pre-repair inspection for the 1 UPS of, Cash office is attached.

1 Shredder <i>6/10</i>	(1) Cash	Shredder, Heavy Duty Cut type: Cross Cut Security level:4 Throat Width: 220mm Sheet capacity: 18 sheets, 1 CD, 1DVD, 1 Credit Card Cutting Size: 4*35mm Cutting Speed: 1.6/min Bin Volume: 27L Noise Level: 58db Switch: Auto, off, Rev, FWD 20GP/40GP/40HQ: 273pcs, 552pcs, 616pcs Color: Black	25,000.00	25,000.00	Pre-repair for shredder to be attached.
3 Microwave Oven <i>2/10/16/17</i>	(1) OVCA (1) Cash (1) HRDO	Volume: 23L, with keep warm function, Ceramin Enamel Interior, Silver door, LED Display type, Power source: 220V/60HZ, Output Power: 750W, Power Consumption: 1200W, Power Level: 6-8, With Clock, Child Safety Lock, Color: White or Black, With Deodorization setting, Control Method: Tact, Turntable Size: 288mm, Door type: Handle, Eco mode  <u>Buy Microwave Oven with Keep Warm Function 23L   Samsung PH</u>	6,500.00	19,500.00	For office use.
1 Safe <i>1/10</i>	(1) Cash	Outside: 70W x 64D x 128H cm Inside: 54W x 42D x 103H cm Weight: 470 kg Capacity: 369 L Accessories: 3 Shelves, 1 Drawer  Designed for maximum protection against fire and foil tampering and break-ins. Body and Door: Tough Steel plates. Inserted with premium formulated ultra fine bubble concrete. Automatic Stopper.  Locking System: Dual Key lock system, with ultra secure cylinder keys, key and dial or key and digital lock system. Fitted with 4 directional solid steel bolt locking system to lock horizontally and vertically.  Achieved the following international test certificates: JIS, KS, and SINTEF.	170,000.00	170,000.00	Pre-repair of Safe to be attached.
2 Cashier Intercom	(2) Cash	2-Way Window Intercom Counter Speaker System Aluminum top Master volume control Guest volume control 110-240V	6,000.00	12,000.00	For better communication to clients.

3 Web Cameras  ←	(1) OVCA (1) Cash (1) Batang Oble	Type: FHD 1080p USB with AF, UVC and low-light support Resolution: at least 1080p FullHD native Frame Rate: at least 30FPS 1080p, 60FPS 720p Lens: at least Glass with Auto Focus, Anti-Glare, optional privacy guard Microphone: at least stereo, digital, high fidelity, omni-directional, noise cancelling Power Supply: at least built-in USB 5VDC Viewing Angle: at least 78 degrees Connector: at least USB-A 2.0 High-Speed, tripod compatible, hook base Output Format: at least MJPEG YUY2 Compatibility: at least works with Windows 8/10, MacOS, Linux Other: at least 12 months manufacturers warranty, tripod base included	6,600.00	19,800.00	To be used during zoom meetings.
8 Headsets  ✓	(1) OVCA (1) Budget (1) SPMO (1) Accounting (1) Cash (1) HRDO (1) SNO (1) Construction Unit	Type: High Fidelity USB Stereo Wired Headset with bi-directional ECM, noise and echo cancelling, adjustable headband Frequency Response: at least 31.5-20000Hz Diffuse Field (Headphones), 100-18000Hz (Microphone) Impedance: at least 32 Ohms (1Khz) Driver type: at least custom tuned, high-fidelity, 40mm Microphone: at least noise and echo canceling, rigid boom type, bi-directional Controls: at least with in-line volume up/down, mic mute/talk Sensitivity: at least 94 dBV/Pa +/- 3 dB (Headphones), -47 dBV/Pa +/- 3 dB (Microphone) Connector: at least USB-A 2.0/3.0, 2.3m length Compatibility: at least Windows 8/10, MacOS, Linux Ergonomics: at least user-adjustable design, with padded ear cups and metal-reinforced padded headband Other: at least with 12 months manufacturer's warranty, industry certified	5,600.00	44,800.00	To be used during zoom meetings
1 Printer  ←	(1) Security	Type: All-in-One, Print, Scan, Copy, Fax, Color Inkjet w/ ADF, CISS Print Speed: at least upto 33ppm (black) / 20ppm (color) for Draft A4	23,000.00	23,000.00	For office use.

		<p>Copy Speed: at least upto 11ipm (black) / 5.5ipm (color) for A4 Simplex</p> <p>Print Resolution: at least 4800 x 1200 dpi with variable-sized droplet technology</p> <p>Nozzle Configuration: at least 400 nozzles Black, 128 nozzles per colour (Cyan, Magenta, Yellow)</p> <p>Display / Console: at least 2.4" Color LCD Touch Panel</p> <p>Scanner Optical Resolution: at least 1200 x 2400 dpi, 48-bit color</p> <p>Scanner Speed: at least 200dpi</p> <p>Black: 12 sec / 5 ipm, 200dpi</p> <p>Colour: 27 sec / 5 ipm</p> <p>ADF Paper Capacity: at least 30 pages (A4), 10 pages (Legal)</p> <p>Maximum Copy Resolution: at least 600 x 1200 dpi</p> <p>OS: at least compatible with Windows and Mac OS</p> <p>Photo Printing: at least borderless upto A4, 92s printout</p> <p>Ink Tank System: at least spill-free and error-free refilling</p> <p>Connectivity: at least USB 2.x, WiFi, WiFi Direct and LAN</p> <p>Other: at least 12 months manufacturer's warranty</p>			
4 Microsoft Office Home and Student 2019	(2) Cash (1) Security (1) Batang Oble	Microsoft Office Home and Student 2019( MS Word, MS Excel, Ms Power Point)	4,500.00	18,000.00	For the new desktop. Upon checking, no Microsoft office were installed to the prior desktops.
1 Laser Printer	(1) Cash	<p>Type: Color LED Laser Print, All-in-One, Print, Scan, Copy, Fax w/ ADF</p> <p>Print Speed: at least upto 24 ppm (A4), 25 ppm (Letter) Simplex</p> <p>Paper Capacity: at least upto 250 sheets</p> <p>Print Resolution :at least 600 x 600 dpi (Print and Copy)</p> <p>Memory Capacity : at least 512MB</p> <p>Display / Console : at least 3.7" TFT Color LCD Touchscreen</p> <p>Power Source : at least 220/240 VAC 50/60Hz, 430W</p> <p>Noise Level : at most 47 dB(A)</p> <p>Supported Paper Sizes: at least A4, Letter, A5 A5(Long Edge), A6, Executive, Legal, Folio, Mexico Legal, India Legal</p> <p>Paper Output : at least 150 sheets</p> <p>Paper Input : at least 250 sheets</p> <p>Tray1, 1 sheet Manual Slot, 50 sheets ADF</p>	35,000.00	35,000.00	Pre-repair inspection is attached.

		2-Sided Printing : at least Auto, A4 Toner System :at least standard or high-yield cartridges Connectivity :at least USB 2.x, LAN, WiFi, WiFi Direct Other :at least 12 months manufacturers warranty, Windows and MacOS compatible			
<b>Total</b>			<b>PhP 943,100.00</b>		



**TECHNOLOGY**

Printing Method	On-demand inkjet (Piezo electric)
Nozzle Configuration	180 Nozzles Black, 59 Nozzles per Color
Minimum Droplet Size	3 pl, With Variable-Sized Droplet Technology
Ink Technology	Dye Ink
Printing Resolution	5,760 x 1,440 DPI
Category	Consumer
All-in-One Functions	Print, Scan, Copy

**PRINT**

Printing Speed ISO/IEC 24734	9.2 Pages/min Monochrome, 4.5 Pages/min Color
Printing Speed	15 Pages/min Color (plain paper 75 g/m <sup>2</sup> ), 33 Pages/min Monochrome (plain paper 75 g/m <sup>2</sup> ), 69 Seconds per 10 x 15 cm photo (Epson Premium Glossy Photo Paper)
Colours	Black, Cyan, Yellow, Magenta

**SCAN**

Single-sided scan speed (A4 black)	300 DPI 2.4 msec/line; 600 DPI 7.2 msec/line
Single-sided scan speed (A4 colour)	300 DPI 9.5 msec/line; 600 DPI 14.3 msec/line



Scanning Resolution	1,200 DPI x 2,400 DPI (Horizontal x Vertical)
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Output formats	BMP, JPEG, TIFF, PDF
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Scanner type	Contact image sensor (CIS)
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#### **PAPER / MEDIA HANDLING**

Number of paper trays	1
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Paper Formats	A4, A5, A6, B5, C6 (Envelope), DL (Envelope), No. 10 (Envelope), Letter, 10 x 15 cm, 13 x 18 cm, 16:9, User defined, Legal
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Duplex	Manual
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Output Tray Capacity	30 Sheets
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Paper Tray Capacity	100 Sheets Standard, 100 Sheets Maximum, 20 Photo Sheets
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