



REQUEST FOR QUOTATION

SUPPLIER: _____
ADDRESS: _____
TELEPHONE: _____ VAT ____ / NON-VAT ____
EMAIL ADDRESS: _____
TIN: _____

Date: _____

RFQ No. _____

Sir/Madam:

Please quote your prices for the article described below including Philippine taxes. In your offer please specify brand of any pertinent data of your product or services for proper information and guidance. Please do not quote for any article/services that are not found in your stock in order to prevent delay or non-delivery which may debar you from further participation in the canvass. Sign legibly the canvass on space provided for your signature after submitting your quotation, otherwise your bid will be considered invalid.

The contract will be awarded only to the bonafide dealers whose proposals appeared to be the most advantageous to the government, but the right is reserved to reject or to accept only all item and bids to were any formalities thereof as to Committee on Bids and Awards may determine.

Please submit your quotation/ requirements for the following items at **CKWD-Admin office, City of Koronadal.**

Please quote your lowest price/offer

- Deadline for Submission:
June 23, 2025 @ 12:00 noon
- Approved Budget for the Contract:
P65,000.00
- Contract Duration:
30 Calendar Days
- Purchase Request Number:
GSD-25-05-297

Supply and Delivery of One(1) Unit Brand New Computer Laptop						
Item No	Qty	Unit	Description	Unit Cost as per budget	Unit Price Offered	Total Amount
1	1	pc	Computer Laptop Brand: _____ Model: _____	65,000.00		
			Inclusive of laptop, mouse, and bag OS: Windows 11			
			Processor-at least Intel Core i5-11400H Processor 2.7 GHz (12M Cache, up to 4.5 GHz, 6 Cores)			
			Memory and Storage RAM: 16GB DDR4			
			Memory Speed: Manufacturer's Standard Storage: At least 512GB SSD			
			Display Panel Size: 15.6			
			Display Screen Technology: Value IPS-level Resolution: FHD (1920 x 1080) 16:9			
			Response Time: Manufacturer's Standard Refresh Rate (max): 144Hz			
			Graphics Processing Unit GPU: NVIDIA GeForce RTX 3050 Ti			
			Graphic Wattage: Up to 1585MHz at 60W (75W with Dynamic Boost)			
			Dynamic Clock: Manufacturer's Standard Thermal Design Power: Manufacturer's Standard			
			Memory Speed: Manufacturer's Standard Memory Interface Width: Manufacturer's Standard			
			Memory Bandwidth: Manufacturer's Standard Video Features: Manufacturer's Standard Audio Features: 2-speaker system			

Item No	Qty	Unit	Description	Unit Cost as per budget	Unit Price Offered	Total Amount
			I/O Ports: 1x RI45 LAN Port 3x USB 3.2 Gen 1 Type-A			
			1x Thunderbolt 4 support DisplayPort			
			Network and Communication: Manufacturer's Standard			
			Battery Information Maximum Battery Run Time: 48WHrs, 3SIP, 3-cell Li-ion			
			Features Built-in Webcam: 720P HD Camera Built-in Microphone			
			Keyboard Type: Backlit Chiclet Keyboard 1-Zone RGB Built-in Numeric Keyboard			
			Mouse Technical Specifications Sensor: Manufacturer's Standard Resolution: Manufacturer's Standard Interface: Manufacturer's Standard			
			Cable Length: Manufacturer's Standard Polling Rate: Manufacturer's Standard Backlight: Manufacturer's Standard			
			General Conditions: Power Supply: Ø6.0, 180W AC Adapter Output: 20V DC, 9A, 180W, Input: 100~240V AC, 50/60Hz universal			
			Warranty of two (2) years on all major components All items must be brand new Inclusive of other standard accessories			
			Installed with the following software Office Suite: MS Office Home & Student Licensed			
			Nothing Follows			
			Grand Total			-

Terms and Conditions:

- > **Payment term:** 30 Calendar Days
- > **Delivery Days:** 30 Calendar Days upon receipt of Conformed Notice to Proceed
- > **One Project having several items shall be awarded as one contract. The unit cost offered of each item must not exceed the unit cost as per budget otherwise, it will be ground for disqualification.**
- > Quotations exceeding the Approved Budget for the Contract shall be rejected.
- > Incomplete or no offer on any of the items will be ground for disqualification.
- > Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- > **Liquidated damages** equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CKWD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Price quoted must be tax inclusive:

Tax Computation;

- Subject to 3% VAT & 2% (services) or 1% (goods) w/tax of the total amount for NON-VAT
- Subject to 5% VAT & 2% (services) or 1% (goods) w/tax to the 10/11.2 of the total amount for VAT
- Validity of quoted prices

For more information, please contact:

The BAC Secretariat
Engr. Katherine Dianne A. Alinsugay/Kristine Mae I. Babila/ Rolly D. Buendia/ Louise Mycee R. Subaldo
Blk.1 Casa Subdivision, Brgy Zone III, City of Koronadal
Tel/Fax No.:(083)-228-4049/520-0674/ (083)228-8141
Mobile number: 09486540266
Email Add: ckwdbac@gmail.com and mycsubaldo@gmail.com

Requested by:

(Sgd.) ENGR. JONATHAN Q. GADAYAN
BAC Chairman

Date: _____

PRICE QUOTED BY:

Signature Over Printed Name & Position
(Supplier)

Date: _____