REQUEST FOR QUOTATION/BID FORM

Date:	May 9, 2025
PR No.:	2025-03-299 et.al.
Fund:	164
End-User:	VARIOUS

Project Name:	**PROCUREMENT OF OFFICE & ICT SUPPIES AND EQUIPMENT FOR CATSU VARIOUS OFFICES**
ABC:	*Fine Hundred Thousand Two Hundred Thirty Seven Pesos and 05/100 (Php 500,237.05)*
Mode of Procurement:	**SHOPPING (Section 52.1(b) of the 2016 RIRR of RA 9184)**
Mode of Evaluation:	Lot Evaluation
Delivery Period:	Thirty (30) calendar days upon receipt of P.O.

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions below stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **MAY 14, 2025** sealed in an envelope.
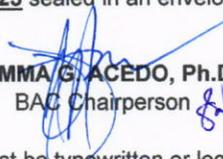
GEMMA G. ACEDO, Ph.D.
BAC Chairperson

Note:
1. Bidder shall provide correct and accurate information required in this form. All entries must be typewritten or legibly written.
2. 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.
3. Price quotation/s to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
4. Bidder may submit, if available, original brochure showing certifications of the product being offered.
5. Quotations through email is acceptable. Winning bidder shall submit original signed RFQ before issuance of Purchase Order.
6. Documentary requirements shall be attached upon submission of the quotation:
   a. Mayor's/Business Permit
   b. PhilGEPS Registration Certificate
   c. Income/Business Tax Returns (for ABC's above P500K)
   d. Omnibus Sworn Statement (for ABC's above P50K) - for submission upon receipt of Notice of Award

Item No.	Description	QTY	UOM	BID OFFER		Offered Specs/ Brand/Model	Remarks
				Unit Price	Total Price		
1	**SERVER** Processor: Intel Xeon E-2224 4C/4T (3.40Hz) processor Memory: 16GB DDR4-2666 ECC UDIMM Hardk Disk: (1x) 3.5 1TB NL SATA 7200RPM Hard Drive Network Controller: Dual prots Gigabit Ethernet controller Intel 1210AT Storage Controller: Intel C242 chipset with RSTe SW RAID support for SATA RAID 0,1,5,10 (Windows Server Only) Optical Drive: Super-Multi DRIVE HH 16x Internal Storage by default: (2x3.5 bay) up to 4 x3.5 bay (max) fixed Graphics: ASPEED AST2500 MBC (2D Controller) Power Supply: 500W (80Plus Bronze) Fixed Power Supply Management: IPMI2.0 KVM with dedicated LAN Form Factor: Tower Server I/O Ports: Front: 2xUSB 3.2 Gen1, 2xUSB 2.0, Rear: 2xRJ45 Ethernet LAN ports, 1xRJ45 IPMI LAN port, 1x COM port, 2 x USB 3.2 Gen 1 Type A, 2 x USB 2.0 1x VGA Port	1	set				

2	**DESKTOP COMPUTER** with USB Wired Keyboard and Mouse; Intel Core i3-12100 processor, 4 cores, 8 threads, 12MB L3 Cache, 3.3GHz Base 4.3 GHz; Max Frequency 60W PBP; 8GB DDR4 3200MHz UDIMM; 256GB M.2 2280 PCI-E SSD + 1TB HDD 3.5-inch 7200 RPM; NVDIA GeForce GT 1030 with 2GB of DDR5; Windows 11 with KA220HQ bmix 21.5in Monitor; Wireless LAN and Bluetooth 4.2 LE; with Licensed Windows Application Monitor: KA220HQ bmix; Size: 21.5in; Input: VGA + HDMI + SPK; Max Res: 1920x1080 @ 60hz; Technology: TN; Colors: 16.7 million; Glare: None; Response Time: 5 mins; with VGA + HDMI Cable	2	set				
3	**DESKTOP** Intel Core i7 (4.8GHZ) Processor Intel UHD Graphics 8GB DDR4 RAM 512GB M.S SSD 24" monitor SE2422H Card Reader HDMI + Display Port LAN + WIFI + Bluetooth Windows 11 Home Wired USB keyboard & Mouse	1	set				
4	**LAPTOP** Specifications: Processor: Intel Core i3-1215U, 6C (2P + 4E)/8T, P-core 1.2/4.4GHz, E-core 0.9/3.3GHz, 10MB Graphics: Integrated Intel UHD Graphics Memory: 8GB Soldered DDR4-3200 Memory Slot: One memory soldered to system board, one DDR4 SO-DIMM slot, dual channel capable Max Memory: Up to 16GB (8GB soldered + 8GB SO-DIMM) DDR4-3200 Offering Storage: 512GB SSD M.2 2242 PCIe 4.0x4 NVMeCard Reader: SD Card Reader Speakers: Stereo speakers, 1.5W x2, Dolby Audio Camera: HD 720p with Privacy Shutter Microphone: 2x, Array Battery Integrated 45Wh Power Adapter: 220VCA/65W Display: 15.6" FHD (1920x1080) TN 250nits Anti-glare Keyboard: Non-backlit, English Operating System: Windows' 11 Home Single Language License, English Bundled Software Office Home & Student 2021 Ethernet: No onboard Ethernet: WLAN + Bluetooth; Wi-Fi 6, 11ax 2x2 + BT5.2 Standard Ports 1xUSB 2.0 1x USB 3.2 Gen 1 1x USB-C" 3.2 Gen 1 (support data transfer, Power Delivery and diplay Ports 1.2) - 1x HDMI@ 1.4b 1x Headphone/microphone combo jack (3.5mm) 1x Card reader 1x Power connector 1 year warranty	1	unit				
5	**LCD PROJECTOR** Lamp Life (Normal/Eco): 6,000/12000 hours Keystone Correction: Horizontal/Vertical: 30 degrees Projection System: 3LCD Aspect Ratio: 4:3 Negative Resolution: XGA (1024x768) Lamp Type: 210 W UHE Projection Technology	1	unit				

6	**SCANNER** Speed: Up to 85 pages per minute (ppm) or 170 images per minute (ipm) for duplex scanning at 300 dpi in both color and grayscale. Optical Resolution: 600 x 600 dpi. Daily Duty Cycle: Rated for up to 14,000 sheets per day. Document Handling: Automatic Document Feeder (ADF) Capacity: Holds up to 100 sheets of 80 g/m² paper. Supported Paper Sizes: Minimum 50.8 x 50.8 mm; maximum 215.9 x 6,096 mm. Paper Weight: Supports documents ranging from 27 to 413 g/m². Features: Display: Equipped with a 1.44-inch color LCD for easy operation and job management. Paper Protection: Features automatic stop upon detection of abnormal paper feeding or stapled/folded paper to prevent document damage. Automatic Size Recognition: Automatically detects and scans documents of varying sizes in a single batch. Flatbed Option: Compatible with an optional flatbed dock for scanning books, fragile documents, or items like receipts. Connectivity and Compatibility: Interface: USB 3.0. Supported Operating Systems: Windows XP/Vista/7/8/8.1/10/Server 2003/2008/2012/2016; Mac OS X 10.6.8 or later. Scanner Driver Compatibility: TWAIN, SANE, WIA, ICA, ISIS. Physical Specifications: Dimensions (W x D x H): 296 x 169 x 167 mm. Weight: Approximately 3.6 kg. Power Consumption: Operating: Approximately 20W. Sleep Mode: Approximately 1.4W. Ready Mode: Approximately 8.5W. Power Off: Approximately 0.1W.	1	unit				
7	**DOCUMENT SCANNER** Specifications: Scanner type: A4 sheet fed, one-pass duplex colour scanner. Sensor Type: Colour Contact Image sensor; Scanning Method: Fixed carriage and moving document; Light source: RGB LED; Output resolution: 50-1200 dpi; Document size: Minimum: 50.8 x 50.8mm, maximum: 25.9x3,048mm: Straight Path: 40-413 g/m2; ADF Capacity: 20 sheets (80g/m2): Daily Scan volume: 3,500 sheets/day; Multi-feed detection: length detection resolution (colour/monochrome): 300dpi: 30 ppm/60ipm; 600dpi: 5ppm/10ipm	2	unit				

8	**PRINTER** Printing: Technology: On-demand inkjet (Piezoelectric) Resolution: Up to 5760 x 1440 dpi with Variable-Sized Droplet Technology Speed: Up to 10 ipm (black) and 5.0 ipm (color) per ISO 24734 standard First Page Out Time: Approximately 10 seconds (black) and 16 seconds (color) Borderless Printing: Supported up to 4R size Scanning: Type: Flatbed color image scanner Sensor: Contact Image Sensor (CIS) Optical Resolution: 1200 x 2400 dpi Maximum Scan Area: 216 x 297 mm (8.5 x 11.7 inches) Copying: Speed: Up to 7.7 ipm (black) and 3.8 ipm (color) per ISO 29183 standard Maximum Copies: 20 copies from standalone operation Resolution: Up to 600 x 600 dpi Paper Handling: Input Capacity: Up to 100 sheets of A4 plain paper (80 g/m²) Output Capacity: Up to 30 sheets of A4 plain paper Paper Sizes Supported: A4, A5, A6, B5, Legal, Letter, 4 x 6 inches, 5 x 7 inches, Envelopes (DL, C6, No.10) Paper Feed Method: Friction feed Connectivity: Interfaces: USB 2.0, Wi-Fi IEEE 802.11b/g/n, Wi-Fi Direct Mobile Printing: Compatible with Epson iPrint, Epson Email Print, Remote Print Driver, and Google Cloud Print Ink System: Ink Bottles: Black (4,500 pages yield), Cyan, Magenta, Yellow (7,500 pages composite yield) Refill System: Spill-free and error-free refilling with esignated nozzles Physical Dimensions: Size (W x D x H): 375 x 347 x 179 mm Weight: Approximately 3.9 kg Power Consumption: Operating: Approximately 12 W Standby: Approximately 4.3 W Sleep Mode: Approximately 0.7 W Power Off: Approximately 0.3 W Compatible to Windows application Operating: Approximately 12 W Standby: Approximately 4.3 W Sleep Mode: Approximately 0.7 W Power Off: Approximately 0.3 W Compatible to Windows application	3	unit				
9	**ALL IN ONE PRINTER (print/scan/copy)** Technical Specifications: Printing Method: Micro Piezo print head Nozzle Configuration: 180 nozzle Black, 59 Nozzle per color Ink Technology: Dye Ink Printing Resolution: 5,760 x 1440 DPI All-in-One Functions: Print, Scan Copy Print: Speed ISO/IEC 24734: 10pages/min Monochrome, 5pages/min, colour 69 seconds per10x15 cm photo Colours: Black, Cyan, Yellow, Magenta Scan Single sided scan speed (A4 Black): 200 DPI; 11sec with flatbed scan Single sided scan speed (A4 Black): 200 DPI; 32 sec with flatbed scan Optical Resolution: 600 DPIx1200DPI (horizontak & Vertical) Peper / Media Handling Number of Paper trays : 1 Duplex : Manual Output Tray Capacity: 30sheets	5	unit				

10	**USB 3.0/2.0 TYPE c TO Gigabit Ethernet Adapter Rj45 Network Card** Name: USB C to gigabit ethernet Adapter shell: Aluminum Alloy Chip: AX88179; Shielding: Aluminum Foil+Braid+Ground Color: Gray Jacket: PVC; Interface; USB 3.1 Gen 1-C/R145 Interface Technics: Nickel-plated; AWG: 26+30+32AWG Transmission Speed: 10/100/1000Mbps	1	pc				
11	**ELECTRIC PAPER SHREDDER** 23L Automatic A4 Paper Shredder Machine 180W Heavy Electric Paper Shredder Products Details: Warranty: 12-month warranty Color family: Light Gray Description: paper Shredder Size & Spec: AHred Capacity: 10 sheets; Shred size: 4x 25mm; security level: 4 Specs 1: Can shred: Card, Paper Clip, Staple Specs 2: Continous run time: 10min Specs 3: Bin capacity: 23L Specs 4: Machine noise: 60dB Specs 5: Machine power: 180W Specs 6: 350x250x500mm Sales Point 1: German level 4 confidentiality Sales Point 2: Nitride steel knife, sharp and durable Sales Point 3: Intelligent induction, overheat protection, stop protection, auto reverse Sales Point 4: 23L Visible Paper Bucket Sales Point 5: Simple design, quick operation	1	unit				
	TOTAL BID PRICE						

After having carefully read and accepted your General Conditions, I/We submit our quotation/s for the item/s above.

_____
Signature over Printed Name

_____
Position/Designation

_____
Office Mobile No. / E-mail Address

TERMS AND CONDITIONS

1. Quotations exceeding the Approved Budget for the Contract shall be rejected.
2. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
3. The item/s shall be delivered according to the accepted offer of the bidder.
4. Payment shall be processed after delivery and upon submission of the required supporting documents, in accordance with existing government accounting rules and regulations.
5. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CatSU may 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.
6. The Procuring Enity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 9184 and its 2016 revised IRR.