



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

**REQUEST FOR QUOTATION**

The **Philippine Statistics Authority (PSA)** through the Bids and Awards Committee (BAC), intends to procure **Laptop, Desktop and External Hard Drive** which shall be undertaken in accordance with **(sec. 52.1 (b)) Shopping** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, with an Approved Budget of the Contract (ABC) in the amount of **229,000.00** **Two Hundred Twenty Nine Thousand Pesos**

Please quote your **best offer** for the **item/s described herein**, subject to the Terms and Conditions provided below. Submit your quotation duly signed by you or your duly authorized representative **not later than**

18 NOV 2021 at 11:00am through email at bac-secretariat@psa.gov.ph

For any clarification, you may contact us at telephone no. **(02) 8374-8263** or email address at gsdprocurement.psa@gmail.com

*Minerva Esquivias*  
**MINERVA ELOISA P. ESQUIVIAS**  
 Chairperson, Bids and Awards Committee

**TERMS AND CONDITIONS**

- 1 Bidders shall provide correct and accurate information required in this form.
- 2 Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
- 3 Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
- 4 Quotations exceeding the ABC shall be rejected.
- 5 Award of contract shall be made to the lowest calculated and responsive bid (LCRB). To be awarded by Lot.
- 6 Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or your duly authorized representative.
- 7 In case of two or more bidders are determined to have submitted the LCRB, the PSA shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning bidder in accordance with GPPB Circular 06-2005.
- 8 The item/s shall be delivered according to the requirements specified in the Purchase Request (PR).
- 9 The PSA shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specifications.
- 10 Payment shall be made after delivery and upon submission of the required supporting documents, i.e. Order Slip and/or Billing Statement, by the supplier. Our Government Servicing Bank, **Land Bank of the Philippines**, shall credit the amount due to the identified bank of the supplier **not earlier than twenty four (24) hours, but not later than forty eight (48) hours**, upon receipt of our advice. Please note that the corresponding **bank transfer fee**, if any, shall be chargeable to the account of the supplier.
- 11 Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed period shall be imposed per day of delay. The PSA 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

Documents to be submitted	Deadline	Remarks
Copy of the 2021 Mayor's/Business Permit or valid PhilGEPS Registration	Not later than <u>18 NOV 2021</u> at <u>11:00am</u> together with the quotation	In case not yet available, you may submit your expired Mayor's/Permit with Official Receipt of renewal application. However, a copy of your 2021 Mayor's/Business Permit shall be required to be submitted <b>after award of contract but before payment</b>



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101  
 Telephone: (632) 8938-5267  
 www.psa.gov.ph

REQUEST FOR QUOTATION

PR No. 21-10-1257

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item(s) and Specification(s), minimum	Unit	Quantity	Unit Price	Total Amount (VAT Inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Purchase of Equipments for the PSA -UN WOMEN Project on Enhancing the Availability, Quality and Use of Gender Data in the Philippines (PA001166APA)						
<b>LAPTOP COMPUTER</b>	pc	2				
Specifications:						
Processor : Intel Core i7-10750H Processor (with at least 2.80Ghz, 4 Cores, 8 Threads, 12 MB Cache)						
Memory : At least 8GB DDR4						
Storage : At least 256GB Gen3 SSD						
Camera : 720P HD Camera with Microphone						
Graphics : NVIDIA GeForce GTX 1650Ti, with at least 2GB GDDR6 VRAM						
Wireless LAN : Must have at least wireless WI FI						
Battery : At least 3 Cell Li-Polymer/Li-on Battery 48Wh						
Weight : Maximum of 2kg						
Power Adapter : At least 65W AC Adapter						
Keyboard : With International Language Support						
Operating System : Must have Pre-Installed Windows 10 Pro 64bit						
Accessories : Must have wireless Optical Mouse with pad and Carrying Bag (same brand of the laptop)						
Warranty : Three (3) Years on Parts and Service and One (1) Year on Battery and Mouse						
Additional Requirement : 1) Bidder/Manufacturer must have authorized service center within National Capital Region						
<b>DESKTOP</b>	pc	1				
Specifications:						
Processor : Intel Core i5-10400 Processor (with at least 2.60Ghz, up to 4.30Ghz with Turbo Boost, 6 Cores, 12 Threads, 12MB Cache)						
Memory : At least 4GB (2GBx2) DDR4 2666Mhz DIMM memory Two DIMM Slots, Upgradable to 32GB						
Storage : At least 250GB HDD SATA 7200RPM+128GB SSD M.2 NVMe Storage						
Monitor : At least 18.5" LED Monitor (same brand of CPU)						
Graphics : Integrated Intel UHD Graphics 630						
LAN : Must have 10/100/1000Mbps, Gigabit Ethernet						
I/O Ports : Front: at least 2x USB 3.2 Gen 1, 2x USB 3.2 Gen 2, 1x USB-C 3.2 Gen 2, 1 x microphone 1 x Headphone/microphone combo jack						
: Rear: 4 x USB 2.0, Lan port, PS/2 port, Audio jack						
Keyboard and Mouse : Must have USB Keyboard and Mouse (same brand of CPU)						
Operating System : Must have Pre-Installed Licensed Windows 10 Pro 64bit with OS Recovery Disk and Driver						
Warranty : Three (3) Years on Parts and Service on site						
Additional Requirement : Bidder/Manufacturer must have authorized service center within National Capital Region						

<b>EXTERNAL DRIVE</b>	pc	4				
Specifications:						
Storage : 4TB						
Port : USB 3.0						
Warranty : One (1) year warranty						
Total amount in words:				-		

Printed name of the authorized representative: \_\_\_\_\_ Signature: \_\_\_\_\_

Name of Company: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_ Email address: \_\_\_\_\_

Fax No.: \_\_\_\_\_ Tel. No.: \_\_\_\_\_ Mobile No.: \_\_\_\_\_

Date: \_\_\_\_\_