



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 **DESKTOP COMPUTER- STANDARD** which shall be undertaken in accordance with **Section 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 **Php 930,000.00** *Nine Hundred Thirty Thousand Pesos Only*

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** APR 15 2024 at 11:00AM through email at [bac-secretariat@psa.gov.ph](mailto:bac-secretariat@psa.gov.ph) and [bacsecretariat.psa@gmail.com](mailto:bacsecretariat.psa@gmail.com)

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

*Minerva E. 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).
- 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 to it.

Documents to be submitted	Deadline	Remarks
Copy of the 2024 Mayor's/Business Permit and valid PhilGEPS Registration	not later than <b>APR 15 2024</b> at <b>11:00AM</b>	together with the quotation

REQUEST FOR QUOTATION  
PR No. 24-03-0312

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
<b>DESKTOP COMPUTER- STANDARD</b>	<b>set</b>	<b>15</b>				
<b>Processor</b>						
Intel Core i5-13400 processor (10 Cores 16 Threads 2.5GHz up to 4.6GHz, 20MB Intel® Smart Cache) 13th Gen						
Memory: at least 8 GB DDR4 3200MHz UDIMM Up to 32 GB of Dual-channel DDR4						
Hard Disk Capacity: at least 512GB M.2 2280 PCI-E SSD + 1 TB 3.5-inch 7200 RPM						
Graphics and Video Controller: Intel UHD 730 Graphics for 13th Generation						
Audio: Integrated high-definition, 5.1-channel surround sound						
LAN/WLAN: LAN: Gigabit Ethernet ; WLAN: 802.11ac/a/b/g/n wireless LAN and Bluetooth 5.0						
Expansion Slots: At least (1) PCIe Free Slot						
Built-IN I/O Ports:						
Front/Side I/O connectors, With Card reader, 2 Audio jack(s), USB 3.2 Gen1 Type A port(s), USB 3.2 Gen1 Type C port(s), Rear I/O connectors, HDMI port(s): Port 1 HDMI-out 2.0, Port 2 HDMI-out 1.4b, LAN port(s): 1Audio jack(s): 3, USB 2.0 Type A port(s): 4 USB 3.2 Gen1 Type A port(s), Number of PCIe x16 slot(s) Number of PCIe x1 slot(s), M.2 slot (for SSD), M.2 slot (for WLAN)						
Monitor: At least 23.8" MONITOR						
Keyboard/ Mouse: USB Soft Touch 101 Enhanced Keyboard and USB Optical Scroll Mouse (same brand as the CPU)						
Multimedia: Internal Speakers						
Power Supply: Must be 260W active PFC / 80 PLUS Platinum						
Chassis: Small Form Factor						
Accessories: Mouse pad						
Warranty: At least Two (2) years on parts & Labor On-site with Media Data Retention or keep your Hard Drive						
<b>Software</b>						
Pre-Installed Windows 11 Home SL with recovery CD including drivers						
Uninterruptible Power Supply (UPS): 650 VA UPS						
<b>Warranty</b>						
At least Two (2) years on parts and service on-site						
Additional Requirements:						

1) Certification from the Manufacturer that the Supplier must be Authorized Reseller of the brand being offered. 2) Certification from the Manufacturer that the Supplier must be Authorized Service Center/Provider of the brand being offered 3) Certificate from the Manufacturer that the Windows Operating System installed is Genuine.							
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: \_\_\_\_\_