



Republic of the Philippines

Republic Act 7611

PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF

PCSD Bldg., Sports Complex Road, Brgy. Sta. Monica,
Puerto Princesa City, Palawan

REQUEST FOR QUOTATION

The Palawan Council for Sustainable Development Staff (PCSDS), will undertake a Small Value Procurement for the **“Supply & Delivery of Common ICT & Office Equipment”** in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : **Supply & Delivery of Common ICT & Office Equipment**

Approved Budget for : Php 330,000.00

Specifications : See attached specifications

Location : PCSD Building, Sta. Monica, Puerto Princesa City, Palawan

Delivery Term : Within Thirty (30) calendar days from receipt of the Notice to Proceed

Interested supplier are required to submit their valid and current Mayor's Permit, 2017 Income/Business tax Return, PhilGEPS registration Number, and price quotation form (Annex "A") during submission of offer/quotation.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 10:00am of _____(date) at the Property & Supply Unit, PCSD Building, Sta. Monica, Puerto Princesa City. Open submission may be submitted, manual or through facsimile at fax no. 434-4234.

For inquiry, you may contact us at tel nos. 434-4234 & 4235.

Very truly yours,


MICHELLE ANDREA AUGUST SABUYA

Head, BAC Secretariat

Republic of the Philippines
Palawan Council for Sustainable Development Staff
 PCSD Building, Sports Complex Rd., Sta. Monica, Puerto Princesa City

PRICE QUOTATION FORM

Date: _____

The Bids and Awards Committee

Palawan Council for Sustainable Development Staff
 PCSD Building, Sta. Monica, Puerto Princesa City

PQF No.: **18-02-007****OED**

Sir/Madam:

After having read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows;

Description	Specifications	Qty	Unit	Unit Price	Total Price
Desktop Computer	Common ICT & Office Equipment Desktop Computer <i>Specifications:</i> Intel Core i7 Processor 8GB DDR3 RAM 1TB SATA HDD 21.5in IPS LED HDMI VGA Monitor	1	unit		
Laptop Computer	Laptop Computer <i>Specifications:</i> Intel Core i5 7200U Processor 4GB DDR4 RAM, Nvidia 2GB 940MX Graphics 1TB SATA HDD, Optic Drive 14" FHD, Windows 10	1	unit		
Printer	Printer <i>Specifications:</i> Multi-Function Ink Tank Printer Wifi Direct, ADF & Fax ready	1	unit		
DSLR Camera	DSLR Camera <i>Specifications:</i> 18.0 Megapixel Hybrid CMOS AF Sensor Vari-angle 3.0" Clear View LCD II Touch Screen 18-55mm Lens Kit	1	unit		
Computer Server	Computer Server <i>Specifications:</i> Intel Core i5-6500 Processor 16GB DDR4 Memory QTS 4.2 Operating System 2 x 2.5 Drive Bays 6 x 2.5/3.5" Drive Bays 2 x 10GbE, 4 x Gigabit Ethernet 8TB Hardrive 3.5" for QNAP TVS	1	unit		
Total (inclusive of VAT)					

(Amount in words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Company/Signature of Representative