



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
CORDILLERA ADMINISTRATIVE REGION
Engineers Hill, Baguio City



Shopping [Section 52.1 (b)]

Name of Procuring Entity: DPWH-CAR Regional Office Request for Quotation: 25GP00064

Standard Form/Title: REQUEST FOR QUOTATION Office/End user: AD

COMPANY NAME :

ADDRESS :

TEL. NO./FAX NO.:

TIN No.

Please quote your lowest price on the item(s) listed below, subject to the Terms and conditions stated below and submit your quotation duly signed by your representative not later than 2:00 PM of 09 JUN 2025 in the return envelope attached herewith, to the BAC Chairman, DPWH-CAR Regional Office.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within **15 days** upon receipt of the approved funded Purchase Order (P.O.). Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of three months for supplies & materials; one year for equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. For all Suppliers, the two (2) envelope system will be followed. The first envelope shall contain the following eligibility document/s:
(A) PhilGEPS Platinum Certificate (Certified Copy) or PhilGEPS Registration Number; and
(B) Mayor's Permit (Certified Copy);
The second envelope which will contain the quotation shall only be opened after the first is declared complying.
6. Bidders shall submit original brochures showing certifications of the product if applicable.
7. Please indicate the brand for each items being offered in order to evaluate conformity with specifications.
8. Suppliers must have a physical office/shop with trade name displayed and inventory of supplies / goods.
9. The approved budget ceiling for this procurement is **Php 240,000.00**
10. Source of Fund: _____

LEO T. MUSTARD

BAC Chairman

RBP
CCL

AOD
FOM

Item no	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	25GP00064 - Procurement of Desktop Computer for use of the Records Management Section in relation to Administrative Overhead				
1	Desktop Computer (for Administrative Use)	2	units		

Brand and Model : _____ Warranty: _____

Delivery Period : _____ Price Validity: _____

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at prices note above. If the space for delivery Period, Warranty and Price Validity are left blank, it means disqualification.

Tel No. _____ Telefax: _____

(074) 424 1018

(074) 444-8838

dpwhcarbac@yahoo.com

Printed Name/Signature/Date

Tel. No./ Cellphone No. / E-mail Address



**Standard Technical Specifications for
Desktop Computers**

Name of Equipment: DESKTOP COMPUTER for Administrative Use

Description: For Administrative Use

Main Equipment Components		Specification
Computer	<i>Processor & Chipset</i>	Core-i3 (13th Gen) or its equivalent, minimum of 4-cores and 4.50 GHz max turbo frequency
	<i>Internal Memory</i>	8GB DDR4
	<i>Storage</i>	512GB SSD
	<i>Display & Graphics</i>	21-inch Diagonal Full High-Definition Wide Screen or Wide Viewing Angle IPS Display (same brand as CPU); Integrated graphics memory
	<i>Audio</i>	Integrated Sound Card with internal/external speaker
	<i>Expansion Slot</i>	4 slots on-board, at least 1 PCI Express slot
	<i>Cooling System</i>	No Cooling System Requirement
	<i>I/O Ports</i>	Minimum of six (6) USB slots (at most 1 Type-C), HDMI/Display Port, Audio Port, Ethernet (RJ-45)
	<i>Network Interface</i>	Integrated Gigabit Ethernet
	<i>Casing</i>	Minimum of two (2) drive bays
Software	<i>Operating System</i>	Licensed OEM Windows 11 Professional 64-bit with media installer. Must be activated with Microsoft prior to delivery.
	<i>Recovery Media</i>	All drivers and utilities must be stored in any electronic storage media. It must be properly labeled and virus-free.
	<i>Office Software</i>	Microsoft Office Standard (latest version) under Cloud Solution Provider (CSP) Agreement. The licenses must be perpetual and transferable. It must be licensed and named after the DPWH and can be added to the Department's existing tenant domain dpwhgovph.onmicrosoft.com and primary domain dpwh.gov.ph. The Supplier must present a certificate as a Certified CSP Direct Partner in the Philippines.
Accessories		Specification
	<i>Keyboard</i>	Manufacturer's Standard (same brand as the computer)
	<i>Mouse</i>	Optical with a mouse pad (same brand as the computer)
	<i>Webcam</i>	2MP FHD
	<i>Headset</i>	Headset with Microphone (1-meter cable length, with noise cancellation feature, audio jack/USB connections type. Must be compatible with the offered desktop)
	<i>Power Supply</i>	Manufacturer's Standard
	<i>Cables and Connectors</i>	All necessary cables and connectors; patch cord (CAT6, factory crimped with RJ-45 connector, 5 meters, preferably color orange).
Other Requirements:		
Brand and Model: The offered desktop computer must be from a globally recognized brand that has been marketed in the Philippines for at least the past 10 years. The model must be listed in the current catalog and must not be end-of-life from the time of bidding until the expiration of the warranty period. A Manufacturer's Certificate is required.		



Department of Public Works and Highways
CENTRAL OFFICE

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Doc. Code:

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Name of Equipment: DESKTOP COMPUTER for Administrative Use

Description: For Administrative Use

All Components must be the same brand as the computer (except for the webcam, and headset) and manufacturer installed. The supplier is not allowed to change or add any components to the equipment.

Regulatory: ENERGY STAR certified (with Energy Star Stamp). For Desktop Computers that do not carry an Energy Star label, an appropriate means of proof of Energy consumption levels shall be submitted such as a technical dossier of the manufacturer or a test report from a recognized body to demonstrate compliance with this requirement.

Documentation and Media: All equipment shall be supplied with standard manufacturer documentation, on any electronic storage media and hard copy version where available.

Warranty and Maintenance: The Supplier must provide a 1-year warranty on all parts including mouse, keyboard, webcam, headset with microphone, and associated software and onsite labor from the Date of the Inspection and Acceptance Report (IAR).

Technical Support: The local technical support shall include telephone and email, 8 hours per day (8:00 am - 5:00 pm) 5 days a week (Monday - Friday) for problem resolution. Support shall have a response time of the next business day.

Additional Notes:

The UPS (650VA) shall be issued in bundle with the Desktop Computer for Administrative Use tech specs. This technical specification shall be issued along with the Certification issued by IMS.

Prepared by:

Checked by:

MARY JANE M. PANTOJA

Chief, Business Innovation Division

MA *WRC*

RHALF B. CAWALING

Director, Information Management Service

Approved by:

ADOR G. CANLAS, CESO IV

Undersecretary, Technical Services
and Information Management Service

Approved Date: 08 APR 2025