



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: 25GP00091

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 05 AUG 2025 in the return envelope attached herewith, to the BAC Chairman, DPWH-CAR Regional Office.

- TERMS and CONDITIONS:
- All entries must be typewritten or legibly written.
 - 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.
 - Warranty shall be for a minimum of three months for supplies & materials; one year for equipment from date of acceptance by the end-user.
 - Price validity shall be for a period of sixty (60) calendar days.
 - 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.
 - Bidders shall submit original brochures showing certifications of the product if applicable.
 - Please indicate the brand for each items being offered in order to evaluate conformity with specifications.
 - Suppliers must have a physical office/shop with trade name displayed and inventory of supplies / goods.
 - The approved budget ceiling for this procurement is **Php 640,000.00**
 - Source of Fund: _____


REX B. PADERES
 BAC Chairperson
 NIA
 CCL
 AOD
 FOM

Item no	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	25GP00091 - Procurement of IT Equipment for use of Human Resource Management Section, Administrative Division, in relation to administrative overhead				
1	Desktop Computer for Administrative Use	4	units		
2	Laptop Computer for Administrative Use <i>(Please see attached Technical Specifications)</i>	1	unit		

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. (074) 424 1018 Telefax: (074) 444-8838
dpwhcarbac@yahoo.com
 Printed Name/Signature/Date _____
 Tel. No./ Cellphone No. / E-mail Address _____



Department of Public Works and Highways
CENTRAL OFFICE

Doc. Code:

QMS-11.1.1-042 Rev01

**Standard Technical Specifications for
Desktop Computers**

Page No.

Page 1 of 2

Name of Equipment: DESKTOP COMPUTER for Administrative Use

Description: For Administrative Use

Main Equipment Components

Specification

Computer

Processor & Chipset

Core-i3 (13th Gen) or its equivalent, minimum of 4-cores and 4.50 GHz max turbo frequency

Internal Memory

8GB DDR4

Storage

512GB SSD

Display & Graphics

21-Inch Diagonal Full High-Definition Wide Screen or Wide Viewing Angle IPS Display (same brand as CPU); Integrated graphics memory

Audio

Integrated Sound Card with internal/external speaker

Expansion Slot

4 slots on-board, at least 1 PCI Express slot

Cooling System

No Cooling System Requirement

I/O Ports

Minimum of six (6) USB slots (at most 1 Type-C), HDMI/Display Port, Audio Port, Ethernet (RJ-45)

Network Interface

Integrated Gigabit Ethernet

Casing

Minimum of two (2) drive bays

Software

Operating System

Licensed OEM Windows 11 Professional 64-bit with media installer. Must be activated with Microsoft prior to delivery.

Recovery Media

All drivers and utilities must be stored in any electronic storage media. It must be properly labeled and virus-free.

Office Software

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

Keyboard

Manufacturer's Standard (same brand as the computer)

Mouse

Optical with a mouse pad (same brand as the computer)

Webcam

2MP FHD

Headset

Headset with Microphone (1-meter cable length, with noise cancellation feature, audio jack/USB connections type. Must be compatible with the offered desktop)

Power Supply

Manufacturer's Standard

Cables and Connectors

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

Doc. Code:

QMS-11.1.1-042 Rev01

**Standard Technical Specifications for
Desktop Computers**

Page No.

Page 2 of 2

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

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



Department of Public Works and Highways
CENTRAL OFFICE

Doc. Code: QMS-11.1.1- 043 Rev01

**Standard Technical Specifications for
Laptop Computer**

Page No. Page 1 of 2

Name of Equipment: LAPTOP COMPUTER for Administrative Use

Description: For Administrative Use

Main Equipment Components

Specification

Laptop

Processor & Chipset

Core-i3 (13th Gen) or its equivalent, minimum of 6-cores and 4.40 GHz max turbo frequency

Internal Memory

8GB DDR4

Storage

512GB SSD

Display & Graphics

14" Diagonal Full High-Definition Wide Screen Display with integrated graphics memory

Audio

Integrated high-definition audio support, integrated speakers and integrated digital microphone.

Webcam

Integrated widescreen HD

I/O Ports

3 USB (2 Type-A and 1 Type-C), HDMI/DisplayPort, Audio Port, Ethernet (RJ-45)

Network Interface

Bluetooth, wireless LAN (auto detecting and auto sensing), Gigabit Ethernet

Weight

not more than 1.78 kg / 3.95 lbs.

Software

Operating System

Licensed OEM Windows 11 Professional 64-bit with media installer. Must be activated with Microsoft prior to delivery.

Recovery Media

All drivers and utilities must be stored in any electronic storage media. It must be properly labelled and virus free.

Office Software

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

Mouse

Optical with mouse pad (same brand as the laptop)

Carry Case

Manufacturer's Standard

Cable Adapter

Gigabit Ethernet Cable Adapter (for laptop models without ethernet port)

Headset

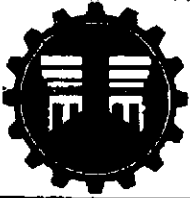
Headset with Microphone (1-meter cable length, with noise cancellation feature, audio jack/USB connections type. Must be compatible with the offered laptop)

Other Requirements:

Brand and Model: Must be globally recognized brand of computers and has been marketed in the Philippines for the last ten (10) years. It must be in the current catalog and not end-of-life. The Manufacturer's certificate is required.

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

Regulatory: ENERGY STAR certified (with Energy Star Stamp). For Laptops 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.



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CENTRAL OFFICE

**Standard Technical Specifications for
Laptop Computer**

Doc. Code: QMS-11.1.1-043 Rev01

Page No. Page 2 of 2

Name of Equipment: LAPTOP COMPUTER for Administrative Use

Description: For Administrative Use

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, headset with microphone, and associated software and onsite labor from the Date of the Inspection and Acceptance Report (IAR).

In any case that the laptop needs to be pullout for servicing, the Supplier must return the unit within two (2) weeks or a service unit with the same or higher specifications must be issued.

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

Additional Notes:

This technical specification shall be issued along with the Certification issued by IMS.

Prepared by:

Checked by:

MARY JANE B. PANTOJA
Chief, Business Innovation Division

RHALF B. CAWALING
Director, Information Management Service

Approved by:

ADOR S. CANLAS, CESO IV
Undersecretary, Technical Services
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Approved Date: 010725