



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**SURIGAO DEL NORTE 1ST**  
**DISTRICT ENGINEERING OFFICE**  
REGIONAL OFFICE XIII  
Dapa, Siargao Island, Surigao del Norte

Name of Procuring Entity: **DPWH-Surigao del Norte 1st DEO**

Request for Quotation (P.R No): **DA-XIII-24-07-0168**

Date: July 1, 2024

Revised on:

Standard Form/Title: **REQUEST FOR QUOTATION**

Office/End-User: Procurement Unit

COMPANY NAME :

ADDRESS :

TEL. NO./FAX NO. :

TIN:

Please quote your lowest price on the item/s listed below, subject to the General Conditions stated below and submit your quotation duly signed by your representative not later than 10:00 am of July 5, 2024 in the return envelope attached herewith, to the Procurement Unit, Surigao del Norte 1st District Engineering Office, Dapa, Siargao Island, Surigao del Norte.

**TERMS and CONDITIONS :**

1. All entries must be typewritten or legibly written.
2. Delivery period within 45 C.D. 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 (3) months for supplies & materials; one year for Equipment; 3 years IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. PhilGEPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product.
7. Please indicate the **BRAND** for each items being offered.
8. The approved budget ceiling for this procurement is **Php 320,000.00**

  
**QUINTINIANO C. ARMENDAREZ, JR.**  
BAC Chairperson

The awarding for this RFQ will be on lump-sum basis. Prospective suppliers must quote for all of the items. otherwise they will be subjected for disqualification.

ITEM NO	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	<b>LAPTOP</b>	2	PCS		
	<b>Main Equipment Components-Specification</b>				
	<b>Processor &amp; Chipset:</b> Core-i5 (12th Gen), 10-scores and 64-bit or its equivalents, <b>Internal Memory:</b> 8gb DDR4, <b>Storage:</b> 512gb SSD				
	Display & Graphics: 14" Diagonal Full-High Definition LED wide Screen Display with integrated graphics memory				
	<b>Audio:</b> Integrated high-definition audio support, integrated speakers and integrated digital microphone.				
	<b>Webcam:</b> Integrated Widescreen HD				
	<b>I/O Ports:</b> 3 USB (Atleast 1 type-C), HDMI/Display Port, Headphone/ Microphone Jack,				
	<b>Network Interface:</b> Bluetooth, and wireless LAN (auto detecting and auto sensing)				
	<b>Weight:</b> No more than 1.63kg/ 3.59 lbs.				
	<b>Software: Operating System:</b> Licensed OEM Windows 11 Professional 64-bit with media installer. Must be activated with Microsoft prior to delivery.				
	<b>Recovery Media:</b> All drivers and utilities must be stored in any electronic storage media. It must be properly labelled and virus free.				
	<b>Office Software:</b> Microsoft Office Standard (Latest version) under Cloud Solution Provider(CSP) Agreement. The license must be perpetual and transferrable. 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				
	<b>Accessories-Specifications, Mouse:</b> Optical w/ mouse pad (same brand as the laptop, <b>Carry Case:</b> Manufacturer's Standard, <b>Cable Adapter:</b> Gigabit Ethernet Cable Adapter (for laptop models without Ethernet port)				
	<b>Headset:</b> Headset with Microphone (1-meter cable length, with noise cancellation feature, audio jack/USB connections type. Must be compatible with the offered laptop)				

Purpose: **BAC Secretariat use and preparation of reports for Procurement Unit**

Brand and Model: \_\_\_\_\_

Warranty: \_\_\_\_\_

Delivery Period: \_\_\_\_\_

Price Validity: \_\_\_\_\_

Place of Delivery: **To be delivered at DPWH - SDN 1st DEO, Dapa, SDN**

Terms of Payment: **Cash on delivery NOT applicable**

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at prices noted above.

If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Condition specified by the DPWH.

Tel. No.: \_\_\_\_\_ Telefax: \_\_\_\_\_

Printed Name/Signature/Date

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



# Standard Technical Specifications for ICT Equipment

Revision No.

5

Page No.

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**Name of Equipment: LAPTOP COMPUTER for Administrative Use****Description:** For Administrative Use

<b>Main Equipment Components</b>		<b>Specification</b>
<b>Laptop</b>	<i>Processor &amp; Chipset</i>	Core-i5 (12th Gen), 10-cores and 64-bit or its equivalent
	<i>Internal Memory</i>	8GB DDR4
	<i>Storage</i>	512GB SSD
	<i>Display &amp; Graphics</i>	14" Diagonal Full High-Definition LED Wide Screen Display with integrated graphics memory
	<i>Audio</i>	Integrated high-definition audio support, integrated speakers and integrated digital microphone.
	<i>Webcam</i>	Integrated widescreen HD
	<i>I/O Ports</i>	3 USB (atleast 1 Type-C), HDMI/DisplayPort, Headphone/Microphone Jack
	<i>Network Interface</i>	Bluetooth, and wireless LAN (auto detecting and auto sensing)
	<i>Weight</i>	not more than 1.63 kg / 3.59 lbs.
<b>Software</b>	<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 labelled and virus free.
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<b>Accessories</b>		<b>Specification</b>
	<i>Mouse</i>	Optical with mouse pad (same brand as the Laptop)
	<i>Carry Case</i>	Manufacturer's Standard
	<i>Cable Adapter</i>	Gigabit Ethernet Cable Adapter (for laptop models without Ethernet port)
	<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 laptop)

**Other Requirements:**

**Brand and Model:** Must be an International Brand Name with existence of at least ten (10) years in the Philippines. It must be in the current catalog and not end-of life. Manufacturer's certificate is required.

**Components:** All components must be same brand as the Laptop and factory 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.





# Standard Technical Specifications for ICT Equipment

Revision No.

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**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 is required to provide a 1-yr warranty on all parts including mouse, and headset with microphone, 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:** N/A

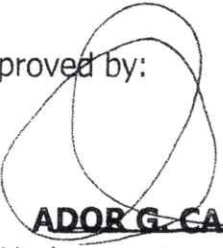
Prepared by:

Checked by:

  
**MARY JANE N. 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



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