

Republic of the Philippines DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS **APAYAO 1**ST **DISTRICT ENGINEERING OFFICE**Conner, Apayao, Cordillera Administrative Region



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

Name of Procuring Entity Request for Quotation (P.R. No.) : 2025-05-0037 **Apayao 1st District Engineering Office** Revised on: Date : May 27, 2025 Standard Form/Title **REQUEST FOR QUOTATION** Office/End-User : Commission on Audit (COA) COMPANY NAME: **ADDRESS** TEL. NO./FAX No. : TIN: 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 10:00 am. on June 3, 2025 in the return envelope attached herewith, to the BAC Secretariat, DPWH-Apayao 1st DEO, Conner, Apayao TERMS and CONDITIONS: All entries must be typewritten or legibly written.
 Delivery period within 10 (Ten) calendar 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 3. Warranty shall be for a mininum of one (1) month for fuels; 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. GERALDO B. DAOWAG 5. PhilGEPS Registration Certificate, Mayor's Permit/ DTI/Tax Clearance/ Certificate of Registration(BIR) shall be attached upon submission of the quotation Chief, Construction Section 6. Bidders shall submit **original brochures** of the product showing certification of its availability if applicable 7. Please **specify brand name** being offered.

8. The approved budget ceiling for this procurement is **Php475,000.00**9. Submit Omnibus Sworn Statement (for ABCs above 50K). **BAC Chairperson** Item **ITEMS & DESCRIPTION** UNIT **UNIT PRICE** QTY. **TOTAL PRICE** No. Laptop, for (Admin use) see attached specification 1 unit Printer, Multifunction Laser Printer (A3) for of (Admin use) (See 1 unit attached Standard Specification) XXXXXX nothing follows XXXXXX Grand Total -----Supply and Delivery of ICT Equipment for Use of Commission on Audit (COA) Office **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 that I concur with the Terms and Conditions specified by DPWH. Printed Name / Signature / Date



Department of Public Works and Highways CENTRAL OFFICE

Standard Technical Specifications for Laptop Computer Doc. Code:

QMS-11.1.1-043 Rev01

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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
Cooling System	N/A
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 <i>Operating System</i>	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: The offered 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.

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.



Department of Public Works and Highways CENTRAL OFFICE

Doc. Code:

QMS-11.1.1-050 Rev01

Standard Technical Specifications for Printer

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Name of Equipment: MULTIFUNCTION LASER PRINTER (Color, A3)

Description: For document printing, copying and scanning

Description: For document printing, copying and scanning	
Main Equipment Components	Specification
General Print Technology	Laser (Color)
Print Speed	Minimum speed of 30 ppm; speed measured using A4 size paper
Print Quality	600 x 600 dpi
Copy Speed	Minimum speed of 30 cpm; speed measured using A4 size paper
Scan Resolution	600 dpi
Scan Features	Multi-sheet scan to single PDF file; Scan to Network Folder; Scan to USB/Memory Device
Scan Type	Flatbed and ADF
Duty Cycle	100,000 pages
Memory	1 GB
Ink/Toner System Network Interface	Genuine Toner (high yield); Toner must be available nationwide. Certificate of Authenticity is required. Pre-installed toner with additional one (1) high-yield genuine toner per color. Gigabit Ethernet
IO Ports	USB 2.0 (Type A); Ethernet (RJ-45)
	USD 2.0 (Type A), Edicinet (IO-43)
Paper Handling Duplex Printing	Automatic two-sided printing
Paper Trays	Two Trays; Standard Input tray (500 sheets), Multi-purpose tray (100 sheets)
Maximum Media Size	A3 (11.7in x 17in)
Media Type	Paper (bond, light, heavy, plain, recycled, rough), envelopes, labels, cardstock, photo, brochures.
Software	
Supported OS	Windows 11, 10
Drivers	Original CD/DVD copy or in any electronic media storage.
Accessories	Specification
Cables and Connectors	All necessary cables and connectors; patch cable (CAT6, factory crimped with RJ-45 connector, 5 meters, preferably color orange)



Department of Public Works and Highways **CENTRAL OFFICE**

Printer

Doc. Code:

QMS-11.1.1-050 Rev01

Standard Technical Specifications for Page No.

Page 2 of 2

Name of Equipment: MULTIFUNCTION LASER PRINTER (Color, A3)

Description: For document printing, copying and scanning

Other Requirements:

Brand and Model: The offered printer 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-oflife from the time of bidding until the expiration of the warranty period. A Manufacturer's Certificate is required.

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

Documentation and Media: The 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 one (1) year warranty for parts and onsite labor from the date of the Inspection and Acceptance Report (IAR).

Technical Support: The local technical support through 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 next business day.

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

Prepared by:

Checked by:

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Chief, Business Innovation Division

Director, Information Management Service

Approved by:

ADOR G. CANLAS, CESO IV

Undersecretary, Technical Services and Information Management Service

Approved Date: 0 8 APR 2025