



Name of Procuring Entity: **IFDEO, Lagawe** Request for Quotation (P.R. No.): **PR2025-05-025**  
Revised on : Date Prepared : **May 21, 2025**  
Office/End-User : **DPWH-IFDEO**

Standard Form/Title : **REQUEST FOR QUOTATION for the Purchase and delivery of Information and Communication Technology for use of Quality Assurance, Finance and Administrative Section for replacement of outdated Desktop Computers**

**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 A.M. of JUNE 5, 2025 in the return envelope attached herewith, to the BAC Office, Ifugao First District Engineering Office, Lagawe, Ifugao.

**TERMS and CONDITIONS :**

1. **All entries must be typewritten or legibly written.**
2. **Delivery period within 30 CD 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. **G-EPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.**
6. **Bidders may submit quotations, brochures and other requirements through electronic means. The Financial Bid shall be password protected to ensure confidentiality.**
7. **Please indicate the brand for each items being offered.**
8. **Please specify brand name otherwise, bids will not be accepted**
9. **The awarding for this RFQ will be on a lump-sum basis. Prospective Suppliers must quote for all of the items. Otherwise they will be subjected for disqualification**
10. **The approved budget ceiling for this procurement is Php. 911,000.00**

**JESSIE CRIS D. BOGNADON**

Chief, Administrative Section  
Chairperson, Bids and Awards Committee

MFM  
  
IBT

JMCP  
  
MAT

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Desktop (Administrative Use)	4	unit		
2	Desktop (Application Use)	2	unit		
	<u>See Attached Approved Specifications</u>				
Amount in Figure:					

**Please specify TOTAL amount in words.**

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

Tel. No. \_\_\_\_\_

Telefax: \_\_\_\_\_

Printed Name / Signature / Date

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





Department of Public Works and Highways  
CENTRAL OFFICE

Standard Technical Specifications for  
Desktop Computers

Doc. Code:

QMS-11.1.1-042 Rev01

Page No.

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**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.





**Name of Equipment:** DESKTOP COMPUTER for Applications Use

**Description:** For Applications Use

**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 Applications Use tech specs. This technical specification shall be issued along with the Certification issued by IMS.

Prepared by:

Checked by:

**MARY JANE N. PANTOJA**  
Chief, Business Innovation Division  
KZA WKC

**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