



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office MiMaRoPa Region
1680 F.T. Benitez corner Malvar Sts., Malate, Manila

REQUEST FOR QUOTATION

RFQ No. KC-2023-03-0064

Date: March 15, 2023

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
Email Address : _____
Company TIN : _____
PhilGEPS Reg. No. : _____

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. **Failure to indicate information could be basis for non-compliance.** Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are exclusive manufacturer, distributor, or agent in the Philippines for goods listed in Annex A, please attach in your quotation a duly notarized certification to this effect.

Additionally, please attach copies of your **Company's Business Permit, Mayor's Permit, PCAB License (if applicable), PhilGEPS Certificate, latest Income/Business Tax Return and a notarized or unnotarized Omnibus Sworn Statement in accordance with the attached format marked as Annex B.** If awarded, please submit immediately the duly notarized Omnibus Sworn Statement (if previously submitted is unnotarized). The **Certificate of Platinum Membership** maybe submitted in lieu of the Mayor's /Business Permit and PHILGEPS Registration Number.

Please accomplish and submit this form together with Annex A to DSWD MIMAROPA Region -BAC Secretariat at 2nd Floor 1680 F.T. Benitez corner Malvar Sts., Malate, Manila **or email to: kcmimaropa-procurement@dswd.gov.ph** not later than **5:00 PM on March 21, 2023 (Tuesday).** Quotations submitted to different email address(es) as stated above shall not be considered for evaluation. Please indicate in the subject of your email the title of the Project using this format: **[RFQ Number], [Deadline of Submission].**

Very truly yours,

HARVY B. CALABIO 3-15-2023

Administrative Officer V
Procurement Section Head

Terms and Conditions:

- Award shall be made on per: item basis total quoted price lot basis
- Price Validity shall be valid until: One Hundred Twenty (120) Calendar days
- Services shall be delivered on: 7-15 days upon receipt of PO
- Place of Delivery: DSWD MIMAROPA FIELD OFFICE MALATE MANILA CITY
- Terms of Payment: within 30 days upon final inspection and acceptance
Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable- Advice to Debit Account)
Account Name: _____ Account Number : _____
Bank Name: _____ Branch: _____
****Note: Non Land Bank of the Philippines accounts shall be charged a service fee**
- Liquidated Damages/Penalty: In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay shall be imposed. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of contract, the Procuring Entity may rescind or terminate the contract without prejudice to other courses of action and remedies available under the circumstances.
- For goods please indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Please indicate warranty:
- NOTE: **"Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph to register "**

JERICO C. GAGA-A
Procurement Officer

Telefax: 5336-8106 to 07 loc. 24052

Contact Number: 09190976674 / 09652364341

Signature Over Printed Name
(Supplier)



Note: Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PHILGEPS). You may visit the PHILGEPS website at www.philgeps.gov.ph to

RFQ KC-2023-03-0064

Date: _____ (should be filled up by supplier)

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
Email Address : _____
Company TIN : _____
PhilGEPS Reg. No. : _____

MOP: NP- SVP

Item No.	Qty.	Unit	PARTICULARS	Bidder's Specifications (Please fill out the specifications in the space provided) NOTE: Supplier must state here either the statement of compliance either "COMPLY or "NOT COMPLY". "Failure to indicate information could be basis for non-compliance."	Unit Cost	Total Cost
1	2	Unit	All in one Printer (Colored)			
			Function: Print, Scan, Copy			
			Monthly Duty Cycle: > 10,000 impression			
			Copying			
			Copy Speed: > 7 cpm (black) > 5 cpm (color)			
			Copy Resolution: > 300 dpi			
			Printing			
			Print Speed: > 7 ppm (black) > 5 ppm (color)			
			Print Resolution: > 300 dpi			
			Scanning			
			Optical Resolution: > 200 dpi			
			Bit Depth: > 24 bit			
			Scan Size Max: Legal			
			File Format Supported: PDF, TIFF, JPEG			
			Document and Media Handling			
			Document Feeder Sheet Capacity: > 20 Sheets			
			Document Feeder Max Size Capacity: Legal			
			Max Copy Size: Legal			
			Paper Tray Sheet Capacity: > 100 Sheets			
			Paper Tray Max Size Capacity: Legal			
			PC Connectivity			
			Connection: Hi-Speed USB 2.0; Ethernet 10/100 Base-T,			
			Warranty: 1-year Hardware Warranty			
			Delivery Period: 20 Calendar Days			
2	1	Unit	Digital Boundary Microphone USB Conference Mic Omnidirectional Plug-and-Play for Computer Network Meeting Live Broadcast Interview Chatting			
			Specifications:			
			Cartridge: φ16mm condenser cartridge			
			Polar Pattern: omnidirectional			
			Frequency Response: 30Hz-20kHz			
			Sensitivity: -25±3dB(0dB=1V/Pa at 1kHz)			
			Distortion: <=1.5% at 1kHz			
			S/N Ratio: >=62dB			
			Low Cut: 150Hz 6dB/Oct			
			Power Supply: USB (DC 5V 500mA)			
			Sample Rate: 44.1/48kHz			
			Bit Rate: 16 bit			
			Item Size: 10 * 2cm/ 3.9 * 0.8in			
			Item Weight: 205g/ 7.2oz			
3	1	Unit	Web Camera			
			SPECIFICATIONS:			
			Frame Rate: 30fps			
			Resolution: HD			
			Lens and Sensor Type: Glass			
			Microphone: Yes			
			Compatibility: Windows 7, 8, 10 or later,			
			Mac OS 10.10 or later			
			Connection Type: USB			
			Cable length: 5ft.			
			*Tripod-ready universal clip fits laptops, LCD or Monitors			

4	1	Unit	PC ACTIVE SPEAKER		
			Should have the following connectivity 3.5mm female stereo/auxiliary port Bluetooth audio Each satellite speaker enclosure should have at least 1 pc of mid-range speaker and tweeter. Audio power output as follows: tweeter = at least 15 watts (RMS) mid-range =at least 20 watts (RMS) audio amplifier total output = at least 70 watts (RMS) Should be a pair of bookshelf speaker that can be independently oriented in any direction Should include remote control to adjust settings remotely The brand provider must have an active website where the product is displayed Should include at least 2 meters 3.5mm male to male audio jack Operational weight should be less than 4.5Kg Physical design should be as follows Capacitive touch backlit buttons of power and audio loudness volume Modern glossy colored design		
			Each satellite speaker enclosure should have rear hidden pair of facing each other passive bass radiators Each satellite speaker enclosure should have front-facing externally exposed speakers. Warranty: At least one 6 months warranty (if found defective, a replacement must be delivered within seven (7) working days after the escalation of issue)		
5	1	Unit	DIGITAL VOICE RECORDER		
			Memory: > 4GB Built-in-Memory PC Connectivity: USB 2.0 Power & Charging: PC – USB or LED USB Power Adapter Recording Format: MP3 / WMA Recording Time: > 6 Hrs Playback Format: WAV/MP3/WMA/AAC/ASF Battery: Built – In Li-ion Accessories: Earphone, USB Cable, User Manual Warranty 1-year Hardware Warranty		
6	1	Unit	BIOMETRIC FINGER SCANNER		
			Specifications > 500 fingerprint templates capacity > 500 RFID card capacity > 50,000 transaction logs capacity > Network/USB flash disk download ***Nothing follows***		
			Total Approved Budget for the Contract: Ninety-Thousand Pesos only (Php90,000.00)	Note: Please specify brand model/origin .	

PURPOSE: PURCHASE OF ICT EQUIPMENT FOR KALAHI-CIDSS RPMO USE

PR No.: KC-2023-03-0064

VAT
 Non-VAT

(Signature over Printed name)
Supplier

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) at DSWD FO MIMAROPA Region, Procurement Section within three (3) days from the date advance copy was served thru email. FAILURE to show up and sign the original P.O. means the bidder is not interested and will be ground for suspension or blacklisting in DSWD's future biddings.



REQUEST FOR QUOTATION RECEIVING FORM

I Hereby certify that I _____, of

_____ has received the **Request for**

Quotation RFQ No. KC-2023-03-0064 from DSWD MIMAROPA Region intended for the

PURCHASE OF ICT EQUIPMENT FOR KALAHI-CIDSS RPMO USE

Certified by:

(Signature Over Printed Name of Supplier)

Contact: _____

Email Address: _____

RFQ Delivered by:

(Signature Over Printed Name of Canvasser)

Position: _____

Date / Time of Delivery: _____

Note: This form shall be used and issued in cases when RFQ is personally delivered to prospective supplier/service provider.