



REQUEST FOR QUOTATION

SUPPLY AND DELIVERY OF SEMI-EXPENDABLE ICT EQUIPMENT FOR THE EXTENSION OFFICE OF MINSU BONGABONG CAMPUS

PR No.: MBC25-14

RFQ No. 2025-071

ABC Amount: Php69,980.00

Company Name : _____

Address : _____

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the address stated in the last page.

CIEDELLE PIOL-SALAZAR, J.D., Ph.D.

BAC Chairperson

- Note:
1. All entries must be typewritten.
 2. Delivery Period within ____ calendar days.
 3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.
 4. Price validity shall be a period of 30 calendar days.
 5. G-EPS Registration Certificate shall be attached upon submission of the Quotation.
 6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).
 7. Mode of delivery: [☐] Pick-up (Schedule) [☐] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
1	unit	Desktop Computer	1		
		Intel Core i5-10400F Processor 2.90GHz 12M cache, up to 4.30 GHz/			
		NVIDIA GeForce GTX 1650 SUPER 4GB GDDR5/			
		16GB 2x8 GB, DDR4, 3200MHz			
		256GB SSD M.2 + 2x 1TB SATA / windows 10 Pro			
		Bundle with:			
		1 set 24 inch FHD IPS LED monitor			
		Wired Optical Mouse			
		Wired Keyboard			
		Uninterruptible Power Supply (UPS) 650VA			
		Automatic Voltage Regulator (AVR) 220v			
		1 year warranty			
2	unit	Printer	1		
		Printer Type: Print, scan, copy			
		Print Method: on-demand inkjet			
		Noxxle Config: 180 x 1nozzles 9Black) 59x1 nozzle (CYM)			
		Max Reso: 5700 x 1400 dpi			
		Automatic 20sided Printing: No			
		Print Speed: Approx. 69s per photo (border), 90s per photo (borderless)			
		Boarderless printing up to A4 size			
		No. of Paper Tray:1			
		Standard paper Input: up to 100 sheets (plain 80gsm)			
		up to 20 sheets (premium glossy photo paper)			
		Output cpacity: 30 sheets (plain paper), up to 20 sheets premium glossy)			
		Max. Paper Size: Legal (8.5"x14"), Letter , A4, 16K, B5, A5, B6, A6, Envelop			



		Connection Feature: internet printing , email printm remote rpint			
		Consumables: 1 bottle Black, 3 bottles of Cyan, Yellow & Magenta			
		Network: Wi-Fi , Wi-Fi Direct			
		Power : Ac 220-240V, 50-60Hz, 12.0W			
3	unit	Hard Drive	2		
		Capacity: 2TB			
XX					
			TOTAL		

After having carefully read and accepted your General Condition, I / We quote you on the item at prices noted above

Supplier's Signature over Printed Name

TIN No. of Establishment

Contact Number

Date

General Conditions

- Quotations and other requirements stated below shall be submitted to the **Bids and Awards Committee (BAC) Office, Mindoro State University -Main Campus, Alcate, Victoria, Oriental Mindoro**, Philippines on the date and time stated in this RFP.
- Supplier shall submit the following requirements:
 - Duly signed original copy of Request for Quotation (RFQ). Prices shall be quoted in Philippine Pesos.
 - PhilGEPS Registration
 - Valid Mayor's/Business Permit
 - Omnibus Sworn Statement
 - BIR Certificate of Registration
 - Latest Income/Business Tax Return
 - TAX Clearance
 - DTI Registration/SEC Certificate
 - Original Brochures or certificates of the items offered showing its performance characteristics or specifications, if applicable

Price validity shall be 30 calendar days from the deadline of submission of quotation.

Ocular Inspection

Upon the decision of the End-User and BAC, the supplier and its concerned premises may be subjected to ocular inspection and approval by the End-User and/or TWG Inspections of the BAC prior to the award.

Award

The supplier that submitted the lowest calculated responsive quotation, and passed the inspection conducted by the End-User and BAC prior to the event, if any, shall be awarded the contract.

Evaluation of Quotations

Quotations shall be compared and evaluated of the basis of the following criteria:

- Completeness of Submission
- Compliance with Item & Description Requirements
- Price

Instructions

- Supplier shall be responsible for the source(s) of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or contract. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
- Supplier that accepted an award, purchase order, or contract but failed to deliver the required goods/services/equipment within the time called for in the award, purchase order, or contract shall be disqualified from participating in MinSU or any of MinSU campuses future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its IRR-A against the supplier.
- All duties, excise, and other taxes and revenue charges shall be paid by the supplier.
- All transactions are subject to withholding of credible Government Taxes per revenue regulation(s) of the Bureau of Internal Revenue

Liquidation Damages



Mindoro State University
Victoria, Oriental Mindoro 5205 Philippines

Email: universitypresident@minsu.edu.ph
Website: www.minsu.edu.ph
Mobile: +63 977 846 72 28



A penalty of one-tenth of one percent (0.001) of the total value of the undelivered goods/services/equipment shall be charged as liquidated damages for every day of delay of the delivery of the purchased goods/services/equipment.

Warranty

Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.

Payment

Payment shall be made only upon a certification by the Head of the Procuring Entity to the effect that the GOODS have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted.