



REQUEST for QUOTATION/PROPOSAL

Project Name: **Procurement of Laptop and Desktop**

Approved Budget for the Contract: **P/ 83,000.00**

Mode of Procurement: **SHOPPING**

RFQ Date.: _____

RFQ No.: _____


PhilGEPS Reference No.: _____

Sir/Madam:

Please quote your lowest price on the item/s listed below, including the shortest period within which you can render delivery. Kindly submit your quotation duly signed by your authorized representative/s together with documentary requirements specified below on or before the deadline of submission thru our email at padc.bacsecretariat@gmail.com.

You are required to sign or affix your initials on each page and shall submit the following documentary requirements together with your quotation/s:

1. Certificate of Philgeps Registration (all pages)
2. Valid/Latest Mayor's/Business Permit
3. Income/Business Tax Return
4. Tax Clearance
5. DTI Certificate or SEC Registration


RANIER T. ROSARIO

Head, BAC Secretariat

L/I	PART NUMBER/DESCRIPTION	QTY	UNIT	BRAND/MODEL	UNIT COST	TOTAL COST
1	Laptop (see attached specifications)	1	ea			
2	External Hard drive 1TB	1	ea			
3	Desktop Computer (see attached specifications)	1	set			
x-x-x-x- Nothing Follows -x-x-x-x						
						TOTAL

All price quotations are VAT Inclusive

All price quotations are subject to withholding of CREDITABLE TAXES

	VAT Registered	NON-VAT Registered
Expanded Tax - Parts/Materials	1%	1%
Service/Labor	2%	2%
VAT Withheld	5%	
Percentage Tax		1%

TERMS: _____

DELIVERY PERIOD: _____

PRICE VALIDITY (no. of days): _____

After having carefully reading and accepting your Requirements and Conditions, I/We quote you on the item at prices noted above.

Name of Company/ Contractor

Address:

Telephone No. / Cellphone No:

Email Address:

Signature

Name of Authorized Representative

Date



Department of National Defense
PHILIPPINE AEROSPACE DEVELOPMENT CORPORATION

PADC Hangar 2, Delta Gate, General Aviation Area, Domestic Road, Pasay City, Philippines



MID-RANGE LAPTOP

ABC: ₱/40,000.00

Specifications:

Processor : Intel Core i5 13th Gen 2.8-4.7GHz
Memory : 8GB DDR4 or higher
Graphics : 4GB Integrated Graphics
Storage : 512GB SSD
Display : 14" to 15.6" Full HD
Audio : Integrated Audio
OS : Windows 11
MS Application: MS Office Home and Students 2021
Webcam : Integrated HD Camera
Warranty : One (1) year warranty
With laptop bag and optical mouse



DESKTOP COMPUTER

ABC: ₱/40,000.00

Specifications:

QTY	TYPE	ITEM DESCRIPTION
1	<i>Processor</i>	<i>: Intel Core i5 10400</i>
1	<i>Motherboard</i>	<i>: LGA 1200 Socket Motherboard</i>
2	<i>Memory</i>	<i>: 8GB DDR4</i>
1	<i>Harddisk</i>	<i>: 500GB SSD</i>
1	<i>Casing</i>	<i>: TX Casing with 700w PSU</i>
1	<i>Keyboard & Mouse</i>	<i>: USB Keyboard & Mouse Combo</i>
1	<i>UPS</i>	<i>: 650VA UPS</i>
1	<i>Monitor</i>	<i>: 19" LED Monitor</i>
1	<i>OS</i>	<i>: Windows 10/11 Professional 64bit</i>
1	<i>Office Application</i>	<i>: MS Office Home & Student 2021</i>

Or any equivalent specs will do.