

**REQUEST FOR QUOTATION  
SHP 69-23**

The **Municipality of Guagua**, through its Bid and Awards Committee (BAC), invites Licensed Suppliers/ Manufacturers/ Distributors/ Trading/ Retailers to bid/submit price quotations for the project: **Purchase of Laptop, Printer, Smart TV, Wall Fan and Water Dispenser (to be used at San Isidro Primary School)** in accordance with the Alternative Methods of Procurement, Section 52. Shopping of the Revised Implementing Rules and Regulation of Republic Act No. 9184.

Name of Project: **Purchase of Laptop, Printer, Smart TV, Wall Fan and Water Dispenser (to be used at San Isidro Primary School)**

Location: Guagua, Pampanga

Brief Description: Purchase of Laptop, Printer, Smart TV, Wall Fan and Water Dispenser

Approved Budget for the Contract: PhP 200,000.00

Contract Duration: 7 calendar days

Submission of quotation documents is on or before **November 28, 2023 at 9:00 AM** at the same address indicated above. Late submission shall not be accepted.

The forms, which are part of the quotation documents, shall be the same forms to be submitted by the bidders for their compliance with the schedule of requirements, technical specifications, and financial proposal submission sheet. Non-compliance therewith shall be a ground for disqualification. The "No Contact Rule" shall apply. Bidders are not allowed to call or talk to any member of the BAC, TWG, or Secretariat right after the opening of the quotation documents.

The proponent determined to have the Lowest Calculated Bid must be PhilGEPS registered and shall submit its company's valid and current Mayor's or Business Permit.

The Municipality of Guagua hereby reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may call **Ms. Ilona G. Bansil** at telephone no. (045) 900-2391 or email at [lgugua.bac@gmail.com](mailto:lgugua.bac@gmail.com)

Very truly yours,

(Sgd.)

**Raul G. Naguit**  
BAC Chairperson

**SCHEDULE OF REQUIREMENTS**

<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total Amount</b>
<b>Colour Inkjet Printer with Refill Tank System</b>  Connectivity Technology: Wi-Fi Special Features: Network Ready Maximum Print Speed (Colour): 23 ppm Max. Monochrome Printing Speed: 27 ppm	1	Pc.		
<b>Laptop</b>  <i>Specifications:</i> <ul style="list-style-type: none"> <li>- Processor: Intel®Core™ i5-1235U</li> <li>- Display: 14.0-inch, WUXGA</li> <li>- Memory: 8GB DDR4</li> <li>- Storage:512GB SSD</li> <li>- Win11</li> </ul>	1	Pc.		
<b>Flat TV HDMI '55 inches</b>	5	Pcs.		
<b>Water Dispenser</b>	1	Pc.		
<b>Wall Fan</b>	4	Pcs.		

**TOTAL:**

I hereby certify to comply and deliver all the above requirements.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature over Printed Name of Bidder  
or Representative

\_\_\_\_\_  
Date

## TECHNICAL SPECIFICATIONS

Item	Specification			Statement of Compliance																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Description</th> <th style="width: 15%;">Quantity</th> <th style="width: 15%;">Unit</th> </tr> </thead> <tbody> <tr> <td> <b>Colour Inkjet Printer with Refill Tank System</b>                       Connectivity Technology: Wi-Fi                      Special Features: Network Ready                      Maximum Print Speed (Colour): 23 ppm                      Max. Monochrome Printing Speed: 27 ppm                 </td> <td style="text-align: center;">1</td> <td style="text-align: center;">Pc.</td> </tr> <tr> <td> <b>Laptop</b>   <i>Specifications:</i> <ul style="list-style-type: none"> <li>- Processor: Intel®Core™ i5-1235U</li> <li>- Display: 14.0-inch, WUXGA</li> <li>- Memory: 8GB DDR4</li> <li>- Storage:512GB SSD</li> <li>- Win11</li> </ul> </td> <td style="text-align: center;">1</td> <td style="text-align: center;">Pc.</td> </tr> <tr> <td><b>Flat TV HDMI '55 inches</b></td> <td style="text-align: center;">5</td> <td style="text-align: center;">Pcs.</td> </tr> <tr> <td><b>Water Dispenser</b></td> <td style="text-align: center;">1</td> <td style="text-align: center;">Pc.</td> </tr> <tr> <td><b>Wall Fan</b></td> <td style="text-align: center;">4</td> <td style="text-align: center;">Pcs.</td> </tr> </tbody> </table>	Description	Quantity	Unit	<b>Colour Inkjet Printer with Refill Tank System</b>  Connectivity Technology: Wi-Fi Special Features: Network Ready Maximum Print Speed (Colour): 23 ppm Max. Monochrome Printing Speed: 27 ppm	1	Pc.	<b>Laptop</b>  <i>Specifications:</i> <ul style="list-style-type: none"> <li>- Processor: Intel®Core™ i5-1235U</li> <li>- Display: 14.0-inch, WUXGA</li> <li>- Memory: 8GB DDR4</li> <li>- Storage:512GB SSD</li> <li>- Win11</li> </ul>	1	Pc.	<b>Flat TV HDMI '55 inches</b>	5	Pcs.	<b>Water Dispenser</b>	1	Pc.	<b>Wall Fan</b>	4	Pcs.		
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2																					
3																					
4																					
5																					

Note: Bidders must state either "Comply" or Not Comply" in the column "Statement of Compliance" against each of the individual parameters of each "Specification", stating the corresponding performance parameter of the equipment offered.

I hereby commit to comply with all the above Technical Specifications.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature over Printed Name of Bidder  
or Representative

\_\_\_\_\_  
Date

## FINANCIAL PROPOSAL SUBMISSION SHEET

Date: \_\_\_\_\_

The Chairperson  
Bids and Awards Committee  
Municipality of Guagua

Sir/Madame,

After having carefully read and accepted the terms and conditions in your Request for Quotation hereunder is our quotation for the project, Purchase of Laptop, Printer, Smart TV, Wall Fan and Water Dispenser (to be used at San Isidro Primary School) (SHP 69-23).

Description	Quantity	Unit	Unit Price	Total
<b>Colour Inkjet Printer with Refill Tank System</b>  Connectivity Technology: Wi-Fi Special Features: Network Ready Maximum Print Speed (Colour): 23 ppm Max. Monochrome Printing Speed: 27 ppm	1	Pc.		
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<b>Wall Fan</b>	4	Pcs.		
<b>GRAND TOTAL:</b>				

Very truly yours,

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Contact Number

\_\_\_\_\_  
Name/Signature of Representative

\_\_\_\_\_  
Date