



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

Mandatory to fill in

COMPANY NAME:	Quotation No. 22-08-549
CONTACT No.	Purchase Request No. F-2022-08-0414
Address:	Purpose: for use of Legal Aid Clinic volunteers
TIN No.	ABC: 90,000.00
PhilGEPS Registration No.	Delivery Period: 7 Calendar Days upon receipt of Purchase Order
EMAIL ADDRESS:	

INSTRUCTIONS TO SUPPLIERS:

- Please quote your lowest price on the item/s listed below comprising the necessary taxes.
- It is mandatory to indicate the brand and/or model of the items being offered and to attach a brochure thereof whenever applicable
- Indicate the warranty period in cases of equipment or whenever applicable.
- Forthwith submit the accomplished quotation duly signed by your representative.
- Suppliers are required and mandated to attach and submit the following documentary requirements:
a) Valid Mayor's/ Business Permit; b) BIR Certificate of Registration; c) Authority to Print Receipt; d) PhilGEPS Membership Certificate and e) Omnibus Sworn Statement
- All items must conform with the internationally accepted standard and sub-standard items shall not be accepted.

ITEM NO.	ITEM & SPECIFICATION	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	Laptop	2 units			
	Unit Specification: Display: (15.6") diagonal, FHD (1920 x 1080) Processor: 4 Cores and 8 Threads (latest generation) (or higher) Based Frequency: 2.1 GHz Memory: 8 GB DDR4 3200 MHZ (or higher) Storage Drive: 512GB SSD NV ME M.2 (or higher) Graphics Coprocessor: 2GB VRAM (or higher) Camera: HD Camera (or higher) Connectivity: 802.11a/b/g/n/ac (2x2) Wi-Fi, Bluetooth 5.0 (or higher) Interface: DC - in, USB 3.0 (at least one), USB 2.0 (at least one) Operating System: Windows 10 64-bit English Home Peripherals: Power Adapter (Charger), Bag (if applicable) Warranty: Minimum of 1 year for parts and service				
	NOTE: Please attach brochure and indicate days of delivery				

Accomplished by:

By the authority of the University President.

Supplier's Representative
(Print name and Signature)

DR. DOLLY P. MAROMA
BAC Chairman

Date Accomplished : _____

Canvassed by:

Name and Signature