



# REQUEST FOR QUOTATION / PROPOSAL

CIAP-F-PRO-003 || Rev. 1 || 24/02/2022

## Purchase of Laptops for PODCB

P.R. No./Date: **23-09049/050 | 25 September 2023**

RFQ/P No. / Date: **2023-09-057 | 21 September 2023**

The **Construction Industry Authority of the Philippines (CIAP)** invites all eligible suppliers, contractors and consultants to quote the best offer for the described item/s in the attached **Terms of Reference/Technical Specifications** subject to the Terms and Conditions and within the **Approved Budget for the Contract (ABC)**.

**The following are the required document/s to be submitted as attachment/s to the quotation/proposal:**

(Please submit the documents required to be submitted by the bidder pursuant to Annex "H"-Appendix A of Revised of The 2016 Revised IRR)

- 1 **Mayor's/Business Permit**
- 2 **PhilGEPS Registration Number**
- 3 **BIR Certificate of Registration (BIR Form No. 2303)**
- 4 **Signed Terms of Reference or Technical Specifications, if applicable**

This pro-forma quotation maybe submitted through registered or electronic mail to the CIAP Bids and Awards Committee Secretariat at address indicated below or email to bac\_ciap@construction.gov.ph/russellracelis@construction.gov.ph on or before 28 September 2023, 10:00 AM, together with any additional requirements indicated in the attached Terms of Reference / Technical Specifications, and subject to the following Terms and Conditions:

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for **sixty (60)** calendar days upon receipt of the bid. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306)** 5% R-VAT and **(BIR 2307)** 1% (PO) or 2% (JO) deductions.
5. CIAP-BAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. CIAP reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed **Terms of Reference/Technical Specifications**.
10. Payment shall be made through **check payment (Landbank)**.
11. For bidders with Landbank of the Philippines Bank Account Number, please write Account Number: \_\_\_\_\_.

Very truly yours,  
(ORIGINAL Copy Signed)

**Russell N. Racelis**  
Secretariat, Bids and Awards Committee  
CONSTRUCTION INDUSTRY AUTHORITY OF THE PHILIPPINES  
4th Floor Room 410, Executive Building Center, 369 Sen. Gil Puyat Ave., cor. Makati Ave., Makati City  
Telephone: (+632)8986-4507 / 0917-855-7198 | e-mail: bac\_ciap@construction.gov.ph

Item	QTY	ABC	Technical Specifications	Brand/Model	Unit Price	Total Amount
				(To be filled-out by the supplier)		
1	3 Unit	195,000.00	Minimum Technical Specifications: - Intel Core i7 - 8GB RAM - 512GB SSD - NVIDIA GeForce RTX - USB Type C/Lan/HBMI - Windows 11 Pro with MS Office 365 Pro - Light Weight			
2	7	349,993.00	Minimum Technical Specifications Processor: AMD RyzenTM 5 5625U Chipset: AMD Integrated SoC Memory: 16GB DDT4-3200 MHz RAM (2x8 GB) Storage: 1 TB M.2 SSD Operating System: Windows 11 Home Edition Battery: 3-cell, 41 Wh Li-ion Display: at least 39.6cm (15.6") diagonal,FHD (1920x1080), IPS, micro-edge, anti-glare Graphics: AMD RadeonTM Graphics Bluetooth: at least 5.2 Built-in Webcam: 720p HD camera with integrated dual array digital microphones Ports: USB type A, USC ttype C, HDMI Preinstalled SoftwareL Microsoft Office Home & Student Warranty: atleast 2 years Bundle: Laptop Bag			
<b>Total ABC</b>		<b>₱ 544,993.00</b>	<b>Please see attached Technical Specifications</b>			
<b>Delivery and Other Instructions:</b>			Within 20 business days from receipt of Purchase Order Award will be per item			

(Please provide **complete** information below)

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is signed and executed, this Quotation/Proposal shall be binding upon us. We understand that CIAP is not bound to accept the

*Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that CIAP is not bound to accept the lowest or any proposal that CIAP may receive.*

**Signature over Printed Name :** \_\_\_\_\_

**Designation/Position :** \_\_\_\_\_

**Name of Company :** \_\_\_\_\_

**Address :** \_\_\_\_\_

**Telephone / Fax :** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Company Tax Identification Number :** \_\_\_\_\_



### TECHNICAL SPECIFICATIONS

**TITLE OF THE PROJECT:**  
**PDCB's Request for Procurement of 3 units of Laptop**

Qty.	Unit	Specification	Unit Cost	Total Cost / ABC (inclusive of all cost and applicable taxes)
3	units	Intel Core i7 8 GB RAM 512GB SSD NVIDIA GeForce RTX USB Type C/Lan/HDMI Windows 11 Pro with MS Office 365 Light weight  <b>Delivery time: 10-15 days</b>	<b>₱65,000.00</b>	<b>₱195,000.00</b>

Prepared by:

  
**ROSE ANN A. BOLITRES**  
Administrative Assistant III

Approved by:

  
**JOCELYN C. CARRASCO**  
Acting Chief

Evaluated by:

 09/21/2023  
**CHARLIE A. BARINQUE**  
ICT Taskforce

#### CONFORME:

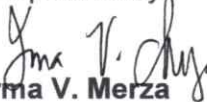
Name and Signature of Authorized Representative of the Supplier
PhilGEPS Registration Number
Tax Identification Number
Date



### TECHNICAL SPECIFICATIONS

LEASE OF LAPTOPS FOR OFFICIAL USE OF CIAP EMPLOYEES				
Qty.	Unit	Description / Minimum Specification	Est. Cost	Amount
7	PCS	Processor: AMD Ryzen™ 5 5625U Chipset: AMD Integrated SoC Memory: 16 GB DDR4-3200 MHz RAM (2 x 8 GB) Storage: 1 TB M.2 SSD Operating System: Windows 11 Home Edition Battery: 3-cell, 41 Wh Li-ion Display: 39.6 cm (15.6") diagonal, FHD (1920 x 1080), IPS, micro-edge, anti-glare Graphics: AMD Radeon™ Graphics Bluetooth: 5.2 Built-in Webcam: 720p HD camera with integrated dual array digital microphones Ports: USB type A, USB type C, HDMI Preinstalled Software: Microsoft Office Home & Student Warranty: min. 2 years Bundle: Laptop Bag	P 49,999.00	PHP 49,999.00 (VAT Inc.)

Requested by:

  
**Irma V. Merza**  
Chief TIDS, POCB

Approved by:

  
**Doris U. Gacho**  
Executive Director, PODCB

Checked and validated by:

  
**Charlie A. Barinque**  
IT-Officer, CIAP-PPCMD



**CONFORME:**

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Name and Signature of Authorized Representative of the Contractor

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PhilGEPS Registration Number

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Tax Identification Number

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Date