Construction Industry Authority of the Philippines

REQUEST FOR QUOTATION/PROPOSAL

CIAP-F-PrM-03
Rev. No.: 01

Procurement of Various ICT Equipment

RFQ No.: 2026-08-090

4 August 2026

The **Construction Industry Authority of the Philippines (CIAP)** invites all eligible suppliers, contractors and consultants to submit quotations and/or proposals for the item(s) described below, **subject to the attached Terms of Reference/Technical Specifications** and **within the Approved Budget for the Contract.**

Name of the Requirement	:	**Procurement of Various ICT Equipment**
Total Approved Budget for the Contract (ABC)	:	**PhP525,000.00** The ABC is inclusive of all applicable taxes and other charges. Quotations/Proposals exceed the ABC shall be disqualified.
Mode of Procurement	:	**Small Value Procurement (Section 34)**

Item No.	QTY	ABC	Reference P.R. No.	Technical Specifications	Brand/Model	Unit Price	Total Amount
					(To be filled-out by the supplier) **The supplier hereby submits the following quotation(s)**		
1	3 Piece(s)	₱ 255,000.00	26-07080	Desktop Computer			
2	3 Piece(s)	₱ 270,000.00	26-07080	Office Tablet			
Total ABC		**₱ 525,000.00**					

Delivery Period : Within 30 Calendar days upon receipt of Purchase Order.

Other Instructions : ** See attached Technical Specifications

The ABC is inclusive of all applicable taxes and other charges. Quotations/Proposals exceeding the ABC shall be disqualified.

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

1. **Mayor's/Business Permit**
2. **PhilGEPS Registration Number**
3. **BIR Certificate of Registration (BIR Form No. 2303)**
4. **Latest Income/Business Tax Return**
5. **Notarized Omnibus Sworn Statement (accompanied by duly notarized Special Power of Attorney, Board or Partnership Resolution, or Secretary's Certificate, whichever is applicable)**
6. **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/johnvincentpeduche@construction.gov.ph on or before 10 August 2026, 08:00 AM, together with any additional requirements indicated in the attached Terms of Reference / Technical Specifications, and subject to the following Terms and Conditions:

1. *The CIAP assumes no responsibility to compensate or indemnify any supplier for expenses incurred in the preparation of this Quotation.*
2. *Fill up the quotation form. Sign the quotation form - digitally, electronically or manually. Scanned actual signature of the authorized representative of the prospective bidders shall be transmitted during the contract execution. Unsigned quotation forms, text-typing the name of the authorized representativeand/or the workds "SGD." or "Original Signed" and the like without distinctive features shall not be accepted.*
3. *All entries shall be typed or written in a clear legible manner.*
4. *No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.*
5. *CIAP-BAC Technical Working Group may require the bidder to submit documents that will prove your legal, financial and technical capability to undertake the contract.*
6. *Salient provisions of Section 97 of the IRR of RA 12009 on the imposition of Liquidated Damages shall be observed during contract implementation.*
7. *Award shall be made for item, unless the project is for a lot or otherwise stated herein.*
8. *Necessary supporting documents (i.e., brochures, pamphlets) indicating the technical specifications and other details necessary to evaluate the offer SHOULD be attached. Failure to do so may result to failure in evaluation.*
9. *CIAP reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 70 of the IRR of RA 12009.*
10. *For bidders with Landbank of the Philippines Bank Account Number, please write Account Number: _____.*

Very truly yours,

(Original Copy Signed)
John Vincent B. Peduche
Secretariat, Bids and Awards Committee
CONSTRUCTION INDUSTRY AUTHORITY OF THE PHILIPPINES
3rd Floor, NAPOLCOM Building, No. 371 Sen. Gil J. Puyat Avenue, Makati City
Telephone: 0917-855-7198 | e-mail: bac_ciap@construction.gov.ph

*(Please provide **complete** information below)*

1. *We understand that Quotations/Proposals not addressing or providing all the required items in the Technical Specifications or Terms of Reference, including, where applicable, specifications that would allow the Technical Working Group to properly evaluate the bids, shall be considered non-responsive and, thus, automatically disqualified.* **However, when no price or a "0" (zero) or "-" (dash) is indicated for a required item in the bid form, the same shall be construed as free to the government,** *except those required by law or regulations to be provided for [Sec. 61.2.1(a) IRR, RA 12009]. It is further understood that to ensure completeness of the quotation/proposal, suppliers must ensure that ALL items, columns, or matrices in the prescribed forms are appropriately filled-up and no item, column or matrix is left blank.*
2. *We undertake that if our Quotation is accepted, we shall devlier the good(s)/service(s) in accordance with the delivery schedule specified in the Technical Specifications/Terms of Reference.*
3. *We agree to abide by this Quotation for the Price Validity Period of sixty (60) calendar days from date of schedule deadline for submission and date of opening thereof. The CIAP may request for extension of the validity period of our price Quotation in case the award cannot be made within the 60-day validity period;*
4. *Until a format Purchase/Job Order is prepared and executed, this Quotation together with your written acceptance thereof shall be binding upon us;*
5. *We understand that the CIAP BAC is mandated to evaluate the compliance of our product offer with the technical specifications and other requirements under the IRR of RA No. 12009 and only those whose/which product are found complying with the specifications can be considered for award;*
6. *The undersigned representative is granted full power and authority to do, execute, and perform any and all acts necessary to participate, submit the Quotation, and to sign and execute the Contract in case of award. Further, we confirm that the person that signs this Quotation/Proposal Form shall be the authorized signatory in ALL the submitted documents of supplier;*
7. *We acknowledge that failure to sign each and every page of the Quotation Form, shall be a ground for the rejection of our Quotation;*
8. *We understand that the email address provided below shall be our designated e-mail address and any communication sent by the CIAP BAC or its Secretariat to that e-mail address shall be deemed to have been duly received by our office on the date and time the said e-mail was sent. Any change in contact details shall be duly communicated to the CIAP BAC Secretariat by sending an email to BAC_CIAP@construction.gov.ph.*

Signature over Printed Name : _____
Designation/Position : _____
Name of Company : _____
Address : _____
Telephone / Fax : _____
E-mail Address: _____
Company Tax Identification Number : _____

TECHNICAL SPECIFICATIONS

Purchase Request of Various ICT Equipment				
Qty.	**Unit**	**Description / Minimum Specification**	**Est. Cost / Unit**	**Amount**
3	Pcs	**Desktop Computer** Specifications: **Processor:** Intel Core 7 or AMD Ryzen 7 equivalent **Ram:** 32GB Storage: 1 TB M.2 NVMe PCIe SSD **Display:** 27-inch monitor (1920 x 1080) **GPU:** Integrated graphics **Operating System:** Windows 11 Pro (with genuine license key, preinstalled) UO Ports : · 1 x RJ45 Port · 1 x Thunderbolt 4 Type-C · 1 x Rear/ 1 x Front USB 3.2 Gen 2 Type-C · 3 or 4 x USB Type-A · 1 x Display Port · 1 x HDMI 2.1 · 1 x 3.5mm Audio Jack · 1 x microSD Media Card Reader Built-In Audio and Microphone: Included (speaker and on-board mic) **Wireless:** Wi-Fi and Bluetooth **Inclusions:** - Microsoft Office (with genuine license key, preinstalled) - High Definition Web camera - Keyboard and Mouse	₱ 85,000.00	₱ 255,000.00
1	Pcs	**High Volume Document Scanner** Specifications: **Type:** High-volume production document scanner **Technology:** CIS sensor with LED light source **Scanning Method:** Single-pass duplex **Scanning Modes:** Black and White, Error Diffusion, Advanced Text Enhancement, Advanced Text Enhancement II, Active Threshold, 256-level Greyscale, 24-bit Colour **Scanner Features:** Double-Feed Detection, Folio Scanning, 2D / Barcode Speed: 110 ppm / 220 ipm **Duty Cycle:** 70,000 scans/day **Optical Resolution:** 600 dpi optical Document Size: Supports A4, A3, Long (up to 432 mm) **ADF Capacity:** 500 sheets **Feeding Mechanism:** Roller system with ultrasonic double-feed detection **Image Processing:** Auto color detection, deskew, orientation correction, multi-stream output **Connectivity:** USB 3.1 + Ethernet (LAN) **Software:** ISIS / TWAIN / WIA Drivers, CaptureOnTouch, Kofax VRS **Dimensions:** 480 × 517 × 377 mm **Weight:** 25 kg **Power Consumption:** 70 W operating	₱ 370,000.00	₱ 370,000.00

		Maintenance: Rollers: 500,000 scans; Lifetime: 60M scans **Inclusions:** -User Training on Document Scanner -2 Years of product support, repair or replace, and hardware coverage.		
3	Pcs	**Office tablet** Specifications: **Display:** 13-inch AMOLED or Liquid Retina display **Resolution:** 2560x1600 **Refresh rate:** 120Hz **Processor:** Latest-gen ARM-based processor or, Qualcomm Snapdragon flagship (equivalent) **Memory:** Minimum 8GB RAM **Storage:** 256GB **Battery:** Minimum 10,000 mAh, fast charging supported **Operating System:** iPadOS or Google Android (latest version) **Connectivity:** Wi-Fi. Bluetooth or with 5G **Security:** Biometric authentication (Face ID or fingerprint), enterprise-grade encryption **Inclusions:** - Pin connected tablet keyboard (same brand with tablet offered) - Stylus (same brand with tablet offered) - Tablet Bag	₱ 90,000.00	₱270,000.00
Delivery		Within 30-60 days upon receiving Notice of Award or Purchase Order		
Warranty		1 Year of product support, repair or replace, and hardware coverage.		

Prepared By:

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PPCMD-ICTS

Approved By:

MARY ANNE Y. PINLAC
Officer-in-Charge, CIAP-PPCMD

Reviewed by (for ICT Task Force):

CHARLIE A. BARINQUE
Information Technology Officer I
ICT Task Force Member, PPCMD-ICTS

CONFORME:

This is to certify that the undersigned, as an authorized representative of the Contractor, confirms and complies with all the requirements and deliverables needed for the ***Purchase Request of Various ICT Equipment***

Name and Signature of Authorized Representative of the Contractor

PhilGEPS Registration Number

Tax Identification Number

Date