



Republic of the Philippines  
 Department of Agriculture  
**Philippine Center for Postharvest Development and Mechanization**  
 Science City of Muñoz, Nueva Ecija, Philippines  
 Telephone Nos. 09328696837 (Sun); 09178130852 (Globe) loc. 141/142/143/144;  
 Email add.: Email add.: [amp@philmech.gov.ph](mailto:amp@philmech.gov.ph)

### REQUEST FOR QUOTATION

RFQ No. : C-23-11-211  
 PR No. : 23-10-D-210/218

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than November 14, 2023

The Philippine Center for Postharvest Development and Mechanization (PHilMech) reserves the right to reject any or all bids/quotations, to refuse to make an award for any item/s due to budget limitation, procurement regulations, or other similar valid causes and to waive any formality not affecting the substance of the bid as the interest of the government may require. It further assumes no responsibility whatsoever to compensate or indemnify suppliers for any expense/s incurred in the preparation of their quotation/s.

Buyer/Canvasser

**RICHELLE ANN L. MOROTA**  
 Authorized/Official

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
			Per Request		
			Offer/Brand/Model		
1	3	unit	<b>MULTI FUNCTION PRINTER, COLOR LASER</b> Functions: Print, copy, scan Print Speed Color up to 21 ppm Duty cycle (monthly) up to 40,000 pages		
2	3	unit	<b>NOTEBOOK COMPUTER</b> 11th Generation Intel Core i5 Processor (2.40 GHz up to 4.20 GHZ) Operating System : Windows 11 Memory: 8 GB DDR4-3200MHz (SO-DIMM) can support up to 32GB Hard Drive: 256 GB SSD Display Type: 14" FHD (1920 x 1080), Anti-Glare, Non-Touch, 220 Nits Camera: 720P HD with privacy cover Wireless: Wifi 6 802.11AX & Bluetooth 5.0 Ports/Slots: USB 3.2 Gen 1 Type-A (always on) USB-C Thunderbolt 4 USB 2.0 Gen 1 Type A Headphone / mic combo HDMI 1.4 RJ45 Spill-resistant keyboard AC Adapter: USB-C 65W (supports Rapid Charge)		
3	1	unit	<b>Multi-Function Printer, Color Laser</b> Functions Print, copy, scan Print Speed Color up to 21 ppm Duty cycle (monthly) up to 40,000 pages Print technology		



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			<p>Laser          Connectivity, standard          Hi-Speed USB 2.0 port          Built-in Fast Ethernet 10/100/1000          Base-TX network port          802.11n 2.4/5GHz wireless; Front          Host USB          Display          6.8 cm (2.7 in) colour graphic screen          Processor speed          800 MHz          Memory          256 MB DDR, 256 MB Flash          Paper handling input, standard          250 sheet input tray          Energy savings feature technology          Auto-On/Auto-Off Technology;          Instant-on Technology          Number of print cartridges          4 (1 each black, cyan, magenta,          yellow)          Manufacturer Warranty          1 year warranty</p>		
4	1	unit	<p><b>Multi-Function Printer, Mono Laser</b>          Monochrome          Print, Copy, Scan, Fax          Print Speed          Up to 40/42 ppm          Resolution (Printing/Scanning)          Up to 1,200 x 1,200 dpi          ADF Input Paper Tray          70 sheets Maximum          Flatbed Scanner          Maximum 355.6 mm (Legal)          Connectivity          Hi-Speed USB 2.0          10Base-T / 100Base-TX / 1000Base-T          IEEE 802.11b/g/n (Infrastructure/Ad-          hoc Mode)          IEEE 802.11g/n (Wi-Fi Direct™)          Colour Scanning          Display          3.7" TFT Color LCD          Memory Capacity          1 GB</p>		
5	6	pc	<p><b>Notebook Computer with Dedicated GPU</b>          Intel Core i5-11400H Processor 2.7 GHz          8GB DDR4-3200 SO-DIMM          512GB PCIe 3.0 NVMe M.2 SSD          15.6-inch, FHD (1920 x 1080) 16:9,          Value IPS-level, Anti-glare display          NVIDIA GeForce RTX 2050 Laptop GPU 4GB GDDR6          Wi-Fi 6(802.11ax) (Dual band) 2*2 + Bluetooth 5.2          Windows 11 Home          1 Year Warranty</p>		



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6	1	unit	<b>Portable Document Scanner</b> 25ppm with 1-pass duplex scanning Powered via USB 3.0 bus-powered or AC adapter Dedicated card slot ADF paper capacity of 20 sheets 1-Year warranty			
7	1	unit	<b>Portable Projector</b> Native Resolution: 800 x 600 Maximum Resolution: 1920 x 1200 Standard Mode Brightness: 4000 lm Compatible Aspect Ratio: 16:9 Contrast Ratio: 20,000:1 Throw Ratio: 1.94 to 2.16 (1295.40 mm@2000 mm) Digital Zoom: 2x Lamp Type: OSRAM Lamp Power: 220 W Interfaces/Ports 1 HDMI 1 USB Type-A 1 Composite Video 1 VGA Input 1 VGA Output Carrying Case/bag included 1 Year Warranty			

Delivery Period : \_\_\_\_\_  
 Price validity : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Terms of Payment : \_\_\_\_\_



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## REQUEST FOR QUOTATION

### General Conditions

1. The Approved Budget for the Contract (ABC) is 675,470.00.
2. Specifications herein provided are the minimum requirements of the PHilMech. Hence a supplier must not offer lower specifications than required.
3. Supplemental information shall be indicated/attached in the price quotation to reflect the complete specifications e.g., brand name, model, pictures/brochures of the offer.
4. Quotation must be inclusive of all costs and applicable government taxes, including delivery charges.
5. Award of the contract shall be made to the lowest complying/responsive bid/offer.
6. Price validity shall be forty five (45) calendar days from the deadline of submission of quotation.
7. For those with ABCs above Fifty Thousand Pesos (PhP50,000.00), suppliers shall submit copies of the following documents in support of their quotation, to wit:

- |                                     |      |  |
|-------------------------------------|------|--|
| <input checked="" type="checkbox"/> | 7.1  | Current Mayor's/Business Permit                              |
| <input type="checkbox"/>            | 7.2  | DTI/SEC Certificate of Registration                          |
| <input checked="" type="checkbox"/> | 7.3  | BIR Certificate of Registration                              |
| <input checked="" type="checkbox"/> | 7.4  | PhilGEPS Registration Certificate (Platinum) all pages       |
| <input checked="" type="checkbox"/> | 7.5  | Omnibus Sworn Statement                                      |
| <input checked="" type="checkbox"/> | 7.6  | Income/Business Tax Return                                   |
| <input type="checkbox"/>            | 7.7  | Professional License/Curriculum Vitae (Consulting Services)  |
| <input type="checkbox"/>            | 7.8  | PCAB License (Infra.)  |
| <input type="checkbox"/>            | 7.9  | Net Financial Contracting Capacity (NFCC)                    |
| <input type="checkbox"/>            | 7.10 | Documents required as stated in the Technical Specifications |
| <input type="checkbox"/>            | 7.11 | Others   |

8. Supplier shall be responsible for the source/s of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or PO. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
9. Payment shall be made only upon completion and acceptance by the PHilMech.
10. Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.
11. Delivery period shall be indicated in the quotation. A penalty of 1/10 of one percent for every day of delay shall be charged as liquidated damages on the undelivered items/services.
12. Payment shall be made upon inspection and acceptance of delivery subject to prior submission of sales invoice/delivery receipt and other requirements as maybe necessary
13. In conformity with the Direct Payment Scheme via bank debit system, please credit/deposit payment to:  
Name of Bank: \_\_\_\_\_  
Bank Branch: \_\_\_\_\_  
Account Name: \_\_\_\_\_  
Account No.: \_\_\_\_\_

After having carefully read and accepted the General Conditions attached to the Request for Quotation, I/We quote you on the item/s at prices indicated above.

\_\_\_\_\_  
Printed name and signature of Authorized Representative  
Designation: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
PhilGEPS Registration No.: \_\_\_\_\_  
TIN: \_\_\_\_\_  
Contact No/s.: \_\_\_\_\_  
Email Address: \_\_\_\_\_