



Republic of the Philippines
SURIGAO DEL SUR STATE UNIVERSITY
Rosario, Tandag, Surigao del Sur
Tel. no.: 086-214-2744
E-mail: sdssu_bac@yahoo.com

Bids and Awards Committee on Goods

REQUEST FOR QUOTATION (RFQ)
Procurement of IT Supplies (GAA)
RFQ No: 116

1. The Surigao del Sur State University (SDSSU) - Main Campus, through the GOP-GAA intends to apply the sum Three Hundred Fifty Seven Thousand Three Hundred Pesos Only (*P 151,901.50*) being the approved Budget for the Contract (ABC) to payments for the **Procurement of IT Supplies (GAA)** for which this Request for Quotation is issued.
2. The SDSSU, herein after referred to as "the Purchaser" now request you to submit price quotation for the supply and delivery of the following:

Item No.	Description	Qty.	Unit
1	Canon Cartridge PG 810	2	pc
2	Canon Cartridge PG 811	2	pc
3	Computer Set	1	set
4	Computer Speaker (creative brand)	1	Unit
5	Computer Table	1	Pc
6	External Hard Disk Drive 2 TB	4	Pc
7	Genuine Refill Ink T6643, magenta	2	pcs.
8	Genuine Refill Ink T6641, black	5	pcs.
9	Genuine Refill Ink T6641, cyan	2	pcs.
10	Genuine Refill Ink T6644, yellow	2	pcs.
11	LCD Projector	1	Unit
12	Lan Card	1	Pc
13	Laptop Computer	1	Unit
14	Microsoft License for Professionals	1	Disc
15	PG 512 Refill Ink Cartridge for Canon (Black)	3	Pc
16	PG 512 Refill Ink Cartridge for Canon (Colored)	3	Pc
17	Printer, Epson L300	1	Unit
18	Refill Ink for Epson L800, yellow	3	Pc
19	Refill Ink for Epson L800,black	2	Pc
20	Refill Ink for Epson L800,cyan	4	Bots
21	Refill Ink for Epson L800,magenta	3	pcs.
22	Telefax Machine	1	Units
23	Uninterruptible Power Supply (UPS)	2	Pc

3. A set of technical specifications for the above items are provided in Attachment 1. All items listed under the purchasers specifications must be complied on a pass-fail basis. Failure to meet any one of the requirements will result to rejection.

4. Bidding procedures will be conducted in accordance with the provisions of the Implementing Rules and Regulations-Act (IRR-A) of Republic Act 9184.
5. It is the intent of the Purchaser to evaluate the quotation for each item separately, and award will be made to the quotation or combination of quotations resulting in the overall lowest cost. Quotation for one or more or all items will be considered. Contract Award will be made to the lowest evaluated quotation (s) meeting purchaser's technical specifications.
6. Quotations must be delivered at the BAC Office of Surigao del Sur State University, Tandag Main Campus, Rosario, Tandag City, Surigao del Sur not later than 10:00 AM of April 6, 2015
7. Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded.
8. All quotations must be typewritten and must be placed in sealed envelope marked "Procurement of It Supplies (GAA) (RFQ No. 116)."
9. Quotations shall be valid for sixty (60) calendar days from the Opening of Bids.
10. The delivery period shall be within fifteen(15) calendar days from receipt of the Notice to Proceed (NTP).
11. DELIVERY SITE: Surigao del Sur State University (SDSSU), Rosario, Tandag City, Surigao del Sur.
12. The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it.
13. The SDSSU reserves the right to accept or reject any quotation, and to annul the bidding process and reject all quotations at any time prior to Contract award, without thereby incurring any liability to the affected bidder or bidders and to waive any minor defects or infirmities therein and to accept such quotation as may be considered advantageous to the government.
14. The prospective bidder shall submit the following:
 - a. Quotation Form
 - b. Technical Specification
 - c. Certificate of PHIL-GEPS Registration

Sgd. CHRISTOPHER D. BADAYOS, MEP-ME
BAC CHAIRMAN



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QUOTATION FORM

Date: _____
RFQ No. 116

The Chairman

The Bids and Award Committee on Goods
SDSSU-Main Campus

- 1) Having examined the subject Request for Quotation including the Technical Specifications, we, the undersigned offer to supply and deliver the following items (with our unit price and total)

Item No.	Description	Qty.	Unit	Unit Price	Total
1	Canon Cartridge PG 810	2	pc		
2	Canon Cartridge PG 811	2	pc		
3	Computer Set	1	set		
4	Computer Speaker (creative brand)	1	unit		
5	Computer Table	1	pc		
6	External Hard Disk Drive 2 TB	4	pc		
7	Genuine Refill Ink T6643, magenta	2	pcs.		
8	Genuine Refill Ink T6641, black	5	pcs.		
9	Genuine Refill Ink T6641, cyan	2	pcs.		
10	Genuine Refill Ink T6644, yellow	2	pcs.		
11	LCD Projector	1	unit		
12	Lan Card	1	pc		
13	Laptop Computer	1	unit		
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17	Printer, Epson L300	1	unit		
18	Refill Ink for Epson L800, yellow	3	pc		
19	Refill Ink for Epson L800,black	2	pc		
20	Refill Ink for Epson L800,cyan	4	bots		
21	Refill Ink for Epson L800,magenta	3	pcs.		
22	Telefax Machine	1	units		
23	Uninterruptible Power Supply (UPS)	2	pc		

- 2) We undertake, if our Quotation or Bid is accepted, to deliver the above goods within the *fifteen (15) days* delivery period.
- 3) We agree to abide by this Quotation/Bid for a period of *sixty (60) days* after the dated deadline of submission specified in your RFQ.

- 4) We understand that payment for items delivered will be made to the winning supplier within thirty (30) days after inspection and acceptance of goods delivered.

Company Name: _____

Address: _____

Signature Over Printed Name: _____



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TECHNICAL SPECIFICATIONS

Purchaser's Specifications	Supplier's Specifications (please state "Comply" or "Not Comply")
Canon Cartridge PG 810	
Canon Cartridge PG 811	
Computer Set Specs: Intel i3-4150 Asus H81M-E Intel H81 chipset Seagate 500gb-ST3500312CS 1 gb Nvidia Geforce 760 128bit DDR3 LED 18.5" AOC E950SWN 8gb DDR3 Speaker Intex CMI 8738 6 channel A4 tech keyboard + mouse AVR Intex 500W UPS Intex 1500VA Casing i-case w/ 500w silverblack transparent	
Computer Speaker (creative brand)	
Computer Table	
External Hard Disk Drive 2 TB	
Genuine Refill Ink T6643, magenta	
Genuine Refill Ink T6641, black	
Genuine Refill Ink T6641, cyan	
Genuine Refill Ink T6644, yellow	
LCD Projector	
Lan Card	
Laptop Computer Specifications; 4th Gen Intel Core i7 processor Windows 8.1 AMD Recleon M230 2gb graphics 4gb DDR3 memory 500gb hard drive 4 hours battery life 15.6" HD widescreen display Blu-ray Disc Drive	
Microsoft License for Professionals	
PG 512 Refill Ink Cartridge for Canon (Black)	
PG 512 Refill Ink Cartridge for Canon (Colored)	
Printer, Epson L300	
Refill Ink for Epson L800, yellow	
Refill Ink for Epson L800,black	
Refill Ink for Epson L800,cyan	
Refill Ink for Epson L800,magenta	
Telefax Machine	
Uninterruptible Power Supply (UPS)	