



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)

“Supply and Delivery of IT Supplies and Equipment of SDSSU Tandag Campus”

RFQ No: 195-B

1. The Surigao del Sur State University (SDSSU) - Tandag Campus, through the STF intends to apply the sum of *One Hundred Sixty One Thousand Two Hundred Fifty Pesos Only (P 161,250.00)* being the approved Budget for the Contract (ABC) to payments for the “**Supply and Delivery of IT Supplies and Equipment of SDSSU Tandag Campus**” 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
	ICT Equipment and Supplies		
1	Computer Set Specifications: Processor A8 socket A4 Memory DDR4B Hard Disk: SSD 240 Gb 19” LED Monitor Intel SSD 240GG Casing with 650w hing end PSU Keyboard and mouse DVDROM UPS 650VA	1	set
2	Computer Set with printer Specifications: A8-76706 apu socket fm2 Motherboard socket fm2 DDR3 ram 1866 4gb USB Type keyboard and mouse 19” LED Monitor AVR 1000 VA UPS 240gb SSD L120 printer 700W	1	set
3	Flash Drive 32 GB	3	Pcs
4	Genuine Refill Ink , T6641 (black)	22	Bots
5	Genuine Refill Ink, T6642 (cyan)	11	Bots
6	Genuine Refill Ink, T6643 (magenta)	11	Bots
7	Genuine Refill Ink, T6644 (yellow)	11	Bots
8	Keyboard and mouse, heavy duty, USB type	1	Bundle
9	Memory DDR3, 4 gb	1	Pc
10	Motherboard, AMD Socket FM2	1	Pc

11	Mouse Pad	3	Pcs
12	Mouse wireless	4	pcs
13	Multi 7 ports hub USB adapter 2.07 ports on/off	4	Pcs
14	Power Supply, 650 watts	1	Unit
15	Powered USB Hub Splitter (7 usb data ports + 4 smart charging ports)	3	Pcs
16	Printer, 3 in 1 (print, scan, copy and wireless)	2	Units
17	Document Scanner Specifications: Scanjet pro 3000 S2 sheet feed Scansnap IX500 Duplex wifi document scanner up to legal	1	Unit
18	SSD Portable 240 GB	1	Pc
19	Uninterruptible Power Supply (UPS), 650 VA2	2	units

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-A (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, Main Campus, Rosario Tandag City, Surigao del Sur not later than **10:00 AM of April 26, 2019.**
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 **"Supply and Delivery of IT Supplies and Equipment of SDSSU Tandag Campus" (RFQ 195-B)**
9. Quotations shall be valid for sixty (60) calendar days from the Opening of Bids.
10. The delivery period shall be within fifteen days (15) calendar days from receipt of the Notice to Proceed (NTP).
11. DELIVERY SITE: Surigao del Sur State University (SDSSU), Main Campus, 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. FLORIIFE O. URBIZTONDO, DPA
BAC CHAIRPERSON



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QUOTATION FORM

Date: _____

RFQ No. 195-B

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
	ICT Equipment and Supplies				
1	Computer Set Specifications: Processor A8 socket A4 Memory DDR4B Hard Disk: SSD 240 Gb 19" LED Monitor Intel SSD 240GG Casing with 650w hing end PSU Keyboard and mouse DVDROM UPS 650VA	1	set		
2	Computer Set with printer Specifications: A8-76706 apu socket fm2 Motherboard socket fm2 DDR3 ram 1866 4gb USB Type keyboard and mouse 19" LED Monitor AVR 1000 VA UPS 240gb SSD L120 printer 700W	1	set		
3	Flash Drive 32 GB	3	Pcs		
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17	Document Scanner Specifications: Scanjet pro 3000 S2 sheet feed Scansnap IX500 Duplex wifi document scanner up to legal	1	Unit		
18	SSD Portable 240 GB	1	Pc		
19	Uninterruptible Power Supply (UPS), 650 VA2	2	units		

- 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: _____
Contact No: _____



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TECHNICAL SPECIFICATIONS

Purchaser's Specifications	Supplier's Specifications (please state "Comply" or "Not Comply")
ICT Equipment and Supplies	
Computer Set Specifications: Processor A8 socket A4 Memory DDR4B Hard Disk: SSD 240 Gb 19" LED Monitor Intel SSD 240GG Casing with 650w hing end PSU Keyboard and mouse DVDROM UPS 650VA	
Computer Set with printer Specifications: A8-76706 apu socket fm2 Motherboard socket fm2 DDR3 ram 1866 4gb USB Type keyboard and mouse 19" LED Monitor AVR 1000 VA UPS 240gb SSD L120 printer 700W	
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Memory DDR3, 4 gb	
Motherboard, AMD Socket FM2	
Mouse Pad	
Mouse wireless	
Multi 7 ports hub USB adapter 2.07 ports on/off	
Power Supply, 650 watts	
Powered USB Hub Splitter	

(7 usb data ports + 4 smart charging ports)	
Printer, 3 in 1 (print, scan, copy and wireless)	
Document Scanner Specifications: Scanjet pro 3000 S2 sheet feed Scansnap IX500 Duplex wifi document scanner up to legal	
SSD Portable 240 GB	
Uniterruptible Power Supply (UPS), 650 VA2	