



# PHILIPPINE ECONOMIC ZONE AUTHORITY

RFQ No.	2021-11-00065
Date	22 November 2021

## REQUEST FOR QUOTATION Alternative-Small Value Procurement

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

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

The Philippine Economic Zone Authority (PEZA), through its Bids and Awards Committee (BAC) will undertake **Alternative/Small Value Procurement** in accordance with Sec. 53.9 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Name of Project	<b>Procurement of Rental of Desktop Computers</b>
Description/Specifications	<b>Attached Annex "A"</b>
Approved Budget for the Contract (ABC)	<b>PhP 715,500.00</b>
Deadline of Submission of Bid	<b>29 November 2021</b>

Interested bidders may submit their duly accomplished Price Quotation Form (Annex A) on or before the deadline of submission of bids to the BAC Secretariat at the PEZA Head Office, 10<sup>th</sup> Floor Double Dragon Center, West Building, Macapagal Blvd., Pasay City.

Bidders must submit sealed quotation/s in the address given above together with the following documentary requirements:

- 1) Mayor's/Business Permit or PhilGEPS Platinum Membership Certificate
- 2) Latest Income Tax Return filed via eFPS (*For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR*) or Latest Business Tax Return filed via eFPS (*Refers to the Value Added Tax (VAT) or Percentage tax returns covering the previous six (6) months. For those with less than six (6) months operations, this refers to the monthly business tax returns filed to date*)
- 3) Omnibus Sworn Statement (Notarized)
- 4)

Award of contract shall be given to the lowest calculated and responsive bidder which complies with the Price Quotation (Annex A), terms of reference (Annex B) and terms and conditions (Annex C).

For any clarification, you may email [bacsec@peza.gov.ph](mailto:bacsec@peza.gov.ph).

  
**ALEEM SIDDIQUI M. GUIAPAL**  
BAC, Chair

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Annex "A"  
**PRICE QUOTATION FORM**  
(Financial Bid)

**ALEEM SIDDIQUI M. GUIAPAL**

Chairperson, Bids and Awards Committee  
10<sup>th</sup> Floor Double Dragon Center  
West Building, Macapagal Blvd.  
Pasay City

Thru: BAC Secretariat

Dear Sir:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed Instructions to Bidders, hereunder is our quotation/s for the items as follows:

Quantity	Description	Bid Price (PHP)
45 Units	Desktop for PC for Lease ( Please refer to Annex B for the Technical Specifications )	P
		<b>(Inclusive of VAT)</b>

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Office Telephone No. / Mobile Telephone No.

\_\_\_\_\_  
Email address/es

**INSTRUCTIONS:**

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.
- (3) Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

# Technical Specifications

Lot #	Quantity	Specification		
1	45	<b>Desktop PC for Lease</b>		
		Processor	Intel Core i5(8th Gen onwards)	
		Mainboard	Compatible Motherboard and Chipset	
		RAM	8GB DDR4 Memory	
		Storage	240GB SSD	
		Peripherals	USB Mouse and Keyboard	
		Monitor	19" LCD Monitor	
		Operating System	Windows 10 Pro 64-Bit	
		Network	USB WIFI Dongle-150Mbps Wireless Connection	
		Surge Protection	UPS	
		Lease Period	5 Months	
		Service Level Agreement	Service and maintenance included for defective units.	
			8x5, 4 hours response time.	
Delivery Period	7 Days			

(Annex C)

TERMS AND CONDITIONS

- Bidder shall type or write in "Ink" the following on the **sealed envelope**:
  - his/her name or business name;
  - address; and
  - identification of the item/s being quoted.
- Delivery period: 7 calendar days upon receipt of NTP/Contract/PO.
- Terms of payment: Through Cheque/15 working days upon receipt of SOA/Service Invoice and Accomplishment Report for the covered period.
- Winning bidder must deliver the item/s to the following address:  
10<sup>th</sup> Floor Double Dragon Center, West Building, DD Meridian  
ParkMacapagal Avenue, Pasay City