



Republic of the Philippines  
Province of Oriental Mindoro  
Municipality of Gloria

Project Number: **2022-001-386 and 574**  
Project Title: **Supply and Delivery of IT Equipment for Various department**  
Location: **GIST and KALAH**

Date: **May 20, 2022**  
Quotation No.: **RFQ-2022-028**  
PhilGeps Ref: No.

**REQUEST FOR QUOTATION**

Supplier: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Number: \_\_\_\_\_  
TIN Number \_\_\_\_\_

Please quote your lowest price on the items/ 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 **May 24, 2022** in the return envelope attached herewith.

(SQR)  
**MANUELITO S. RODRIGUEZ**  
MCR/BAC Chairman

Note:

- 1 All entries must be type written.
- 2 Delivery period is within **Thirty (30) calendar days**
- 3 Warranty shall be for the period of six months (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by the procuring entity.
- 4 Price validity shall be for the period of thirty (30) calendar days.
- 5 G-eps registration certificate shall be attached upon submission of the quotation.
- 6 Suppliers shall submit original brochures showing certifications of the product being offered.

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	<b>LAPTOP</b>	2	unit		
	*atleast Intel Processor				
	*atleast 256gb Solid State Drive				
	*atleast 1TB Hard Dist Drive				
	*atleast 4gb RAM				
	*14" display				
	*Windows 10 Operating System or Higher				
	*Microsoft Office				
2	<b>LAPTOP</b>	1	unit		
	*Processor : intel				
	*Ram: atleast 4gb				
	*SSd: atleast 256gb				
	*Display: 15 inches				
	*Microsoft Ready				
17	<b>PRINTER</b>	1	unit		
	Wifi Duplex All-in-One Ink Tank Printer				
	*Compacy Intergrated Tank design				
	*Prin Speed up to 15ipm for black and 8.0lpm for colored				
	*Auto-Duplex Printing				
	*ADF Capability				
	*Ethernet & Wi-Fi Direct				
	*Borderless Printing				
	*Spill-Free ink Refilling				

Brand and Model \_\_\_\_\_  
Delivery Period: \_\_\_\_\_  
Warranty: \_\_\_\_\_  
Price Validity: \_\_\_\_\_

After having carefully read and accepted your General Conditions, I / We quote you on the item at prices noted above

\_\_\_\_\_  
Printed Name / Signature

\_\_\_\_\_  
Tel. No./Cellphone No.  
e-mail address

\_\_\_\_\_  
Date