Republic of the Philippines  
Province of Pampanga  
City of San Fernando  

OFFICE OF THE BIDS AND AWARDS COMMITTEE  
FOR GOODS & SERVICES  

Name of Project: Supply and Delivery of IT Equipment to be used at the City Disaster Risk Reduction and Management Division, City of San Fernando, Pampanga  
Location of the Project: City Disaster Risk Reduction and Management Division  

REQUEST FOR QUOTATION  
(FM-CSFP-CGSO-39; Revision No. 01;06/23/14)  

Date: August 15, 2018  
Quotation No.: 14-18-1873  

Company Name  
Address  

Date: August 15, 2018  
Quotation No.: I4-18-1873  

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than August 23, 2018 at 10:00 A.M. at CGSO Building, New Public Market, City of San Fernando, Pampanga.  

Canvassed by: JEFFREY ROSS M. NAVARRO  
Approved by: ENGR. MICHAEL N. QUIZON, JR.  

NOTE:  
1. ALL ENTRIES MUST BE READABLE  
2. DELIVERY PERIOD WITHIN _____ CALENDAR DAYS  
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY  
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF SIXTY (60) CALENDAR DAYS  

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<thead>
<tr>
<th>ITEM NO.</th>
<th>QTY</th>
<th>UNIT</th>
<th>ITEM DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
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<tr>
<td>1</td>
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<td>unit</td>
<td>-One (1) Unit</td>
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<td>Laptop Computer Preferably DELL</td>
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<td>Intel i5 (7200 or higher) Processor</td>
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<td>ITB HDD</td>
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<td>4GB DDR4 Memory</td>
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<td>Wifi b/g/n</td>
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<td>DVDRW</td>
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<td>Graphics: AMD Radeon R5 M335(4GB)</td>
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<td>USB Mouse Preferably A4tech</td>
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<td>Windows 10 Pro license OS</td>
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xxxxxx Nothing follows xxxxxx  

TOTAL AMOUNT  
P  

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

Printed Name / Signature  
Tel No. / Cellphone No.  
Date