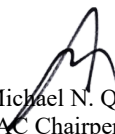Republic of the Philippines
Province of Pampanga
**City of San Fernando**
**Office of the Bids and Awards Committee**
# REQUEST FOR QUOTATION
*(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)*

Project Title :  **Supply and Delivery of IT Equipment to be used at the Command and Control Center (C3) in the City of San Fernando, Pampanga**

Location of the Project :  **City Mayor's Office - City Disaster Risk Reduction and Management Division**

|  |  |
|---|---|
| Company Name | Date : **Sep 12, 2024** |
|  | PR No. : **2024-07-01240** |
| Address |  |

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Thursday, September 19, 2024 10:00 AM** at **CGSO Building, City Civic Center, Alasas, City of San Fernando, Pampanga**.

Canvassed by:                                                      Approved by:

Jeffrey Ross M. Navarro                              Engr. Michael N. Quizon, Jr.
Administrative Assistant III (Buyer III)                BAC Chairperson

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 _____ CALENDAR DAYS

| Item No. | Qty | Unit | Item Description | Remarks | Unit Price | Total |
|---|---|---|---|---|---|---|
| 1 | 4 | unit(s) | Laptop<br><br>-Processor: Intel r Core i7 12500h or higher<br>-Memory: 16GB DDR4<br>-Storage: 512GB M.2 Nvme PCIe SSD<br>-Video Card: Nvidia Geforce Rtx3050 4GB GDDR6<br>-Display: 15.6 Fhd Ips 144hz<br>-Webcam<br>-Wi-fi/ Bluetooth<br>-Lan/Audio Port/ Usb 3.0/Usb Type-C/Hdmi Port<br>-Windows 11 64bit<br><br>(charger, wireless mouse, bag) |  |  |  |
| 2 | 3 | unit(s) | All-In-One Desktop Computer<br><br>-Processor: Intel® Core i5 1215U processor, 10 cores 12 Threads , 10 MB Intel Smart Cache, 1.2Ghz base 4.4 Ghz Max Frequency<br>-Display :23.8inch screen, 1920x1080 resolution<br>-Memory 8gb soDIMM DDR4 Up to 32 Gb of Dual-channel DDR4 3200 MHz<br>-Storage: 256 Gb M.2 2280 PCI-E SSD TB 2.5-Inch 5400 RPM<br>-Graphics: Intel UHD Graphics<br>-Integrated 5.0MP FHD high-sense webcam with 2 stereo microphones<br>-Webcam: N/A<br>-DTS Audio :Built-in Stereo speakers<br>-WLAN:802.11ax/ac/b/g/n, Wi-Fi 6E and Bluetooth 5<br>-Lan Gigabit Ethernet<br>-Front/Side/I/O connectors<br>-Card reader: N/A<br>-USB 2.0 Type A Port(s):1<br>-Rear I/O connectors<br>-HDMI Port<br>-Lan port(s):1<br>-Audio Jack(s):1<br>-USB 3.2 Gen 1 Type A ports:2<br>-USB 3.2 Gen 2 Type A ports:1<br>-USB 3.2 Gen 2 Type C ports:1<br>-M.2 slot (for SSD):1<br>-M.2 slot (for WLAN):1<br>-Power Supply and Adapter:65 W |  |  |  |
| 3 | 5 | unit(s) | Tablet<br><br>-S9 or Higher<br>-Processor: 3.36GHz, 2.8 GHz, 2 GHz<br>-Processor 3.36GHz, GHz<br>-OS Android !3, upgradable to Android 14, One UI 6<br>-Chipset: Qualcomm SM8550-AC Snapdragon 8 Gen 2 (4nm) CPU Type Octa-Core (1x3.36 GHz Cortex-X3 & 2x2.8 GHz Cortex-A715 & 2x2.8 GHz Cortex-A710 & 3x2.0 GHz Cortex-A510)<br>-GPU Adreno 740<br>-Memory: 12GB<br>-Storage 256gb<br>-External Storage Support MicroSD (UP to 1TB)<br>-Display: 11.0 Inches<br>-Resolution (Main Display) 1600x2560 pixels, 16:10 ratio (-247 ppi density)<br>-Camera-Resolution Rear: 13.0 MP, Front 12.0 MP<br>-Video recording resolution UHD 4K (3840x2160)@30fps<br>-Weight: 523g<br>-Dimension: 254.3x165.8x5.9 mm (10.01x6.53x0.23 in)<br>-Battery Capacity: (mAh, Typical) 8,000 mAh<br>-WLAN: Wi-Fi 802.11 a/b/g/n/ac/6e, triband, Wi-Fi Direct |  |  |  |

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| Item No. | Qty | Unit | Item Description | Remarks | Unit Price | Total |
|---|---|---|---|---|---|---|
| | | | -Bluetooth: Profiles: A2DP, LE<br>-Positioning: GPS, GLONASS, BDS, GALILEO<br>-Bluetooth Profiles: A2DP, AVRCP,DI, HDI,HOGP, OPP,PAN<br>-Video Playing Format:MP4, M4V,3GP,3G2,AVI,FLV,MKV,WEBM<br>-Audio Playing Format: Mp3, M4A,3GA,AAC,OGG,OGA,WAV,AMR,AWB,FLAC,MID,MIDI,XMF,MXMF,IMY,RTTTL,RTX,OTA<br>-Sensors: Fingerprint (under display, optical), accelerometer, gyro proximity, compass, Wireless Samsung DeX<br><br>-SMART KEYBOARD, PEN, DATA CABLE and CHARGER | | | |
| 4 | 7 | unit(s) | All-In-One Printer<br><br>-Printer Type: Print, Scan, Copy, Fax with ADF<br>-Printer Method: Precision CoreTM Printhead<br>-Nozzle Configuration: 3.3pl<br>-Nozzle Configuration: 400 x 1 nozzles (Black),128x1 nozzles per colour (Cyan, Magenta,Yellow)<br>-Maximum Resolution: 4800x 1200 dpi<br>-Automatic 2-sides Printing: yes (up to A4/Letter)<br>-First Page Out Time from Ready Mode (Black/ Colour):<br>Simplex: Up to 10 sec/ 16 sec *2<br>Duplex: Up to 17 sec/ 25 sec *2<br>-ISO 29183,A4 Simplex Flatbed (Black/Colour): Up to 11.5 ipm/5.5 ipm<br>-Optical Resolution: 1200x2400 dpi<br>-Transmission paper Size (Flatbed):B5,A5,A4,Letter,Legal<br>-Transmission paper Size (ADF):A4,Letter,Legal<br>-Number of Paper Trays: 2 (Front 1/ Rear 1)<br>-Network: Ethernet, Wi-Fi IEEE 802.11b/g/n, Wi-fi Direct<br>-Network Protocol: TCP/IPv4, TCP/IPv6<br>-Reduction/ Enlargement: 25 -400%<br>-Maximum Copy size: Legal<br>-Copy Resolution: Max 600 x 600 dpi<br>-Maximum Copies from Standalone: 99 copies | | | |
| 5 | 3 | unit(s) | Laptop<br><br>-Processor: Intel r Core i5 12500h or higher<br>-Memory: 16GB DDR4<br>-Storage: 512GB M.2 Nvme PCIe SSD<br>-Video Card: Nvidia Geforce Rtx3050 4GB GDDR6<br>-Display: 15.6 Fhd Ips 144hz<br>-Webcam<br>-Wi-fi/ Bluetooth<br>-Lan/Audio Port/ Usb 3.0/Usb Type-C/Hdmi Port<br>-Windows 11 64bit<br>(charger, wireless mouse, bag) | | | |
| 6 | 3 | unit(s) | External Hard Drive<br><br>-1 TB<br>-USD 3.2<br>-Max. transfer rate: 5.0 Gbit | | | |
| 7 | 3 | unit(s) | Keyboard | | | |
| 8 | 3 | unit(s) | Mouse | | | |
| 9 | 3 | unit(s) | Uninterruptable Power Supply<br>-Output power capacity: 450 Watts/800Va<br>-Nominal Output Voltage:230v<br>-Nominal Input Voltage:230v | | | |
| 10 | 3 | unit(s) | 3 Units A3 Printer<br><br>-Printer Speed of up to 25.0 ipm<br>-Prints up to A3+ (for simplex)<br>-Automatic duplex printing<br>-Ultra-high page yield of 7,500 pages (black) and 6,000 pages (colour)<br>-Wi-Fi, Wi-Fi Direct Ethernet<br>-Paper Capacity: 50 sheets<br>-Scan Speed (Flatbed / ADF (Simplex/ Duplex)):<br>-200dpi, Black: 5 sec / Up to 26.0 ipm / 11.5 ipm<br>-200dpi, Colour:10 sec / Up to 9.0 ipm / 6.0 ipm<br>-Scanner Type:<br>-Flatbed colour image scanner<br>-Sensor type: CIS<br>-Optical resolution: 1200x2400 dpi<br>-Maximum Scan Area: 297x431.8 (mm)<br>-Scanner Bit Depth (Colour): 48-bit, input, 24-bit output<br>-Scanner Bit Depth (Grayscale): 16-bit, input, 8-bit output<br>-Scanner Bit Depth (Black and White): 16-bit, input, 1-bit output | | | |

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Project Title :           **Supply and Delivery of IT Equipment to be used at the Command and Control Center (C3) in the City of San Fernando, Pampanga**

Location of the Project :           **City Mayor's Office - City Disaster Risk Reduction and Management Division**

| Item No. | Qty | Unit | Item Description | Remarks | Unit Price | Total |
|---|---|---|---|---|---|---|
| | | | MUST INCLUDE THE FOLLOWING:<br>-Data and Power Cable, Operating Manual (English)<br>-3 sets of Black(BK)and colored (CMY) Ink | | | |
| | | | **Total Amount:** | | | |

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

**TERMS OF REFERENCE**

**SUPPLY AND DELIVERY OF IT EQUIPMENT TO BE USED AT THE COMMAND AND CONTROL CENTER IN THE CITY OF SAN FERNANDO, PAMPANGA.**

## I. BACKGROUND

The Command and Control Center serves as the nerve center of our organization, facilitating real-time monitoring, coordination, and decision-making across various operational domains. As technology continues to evolve, it's imperative that our IT equipment remains robust and up-to-date to ensure seamless operations and effective responses to emerging challenges. The following rationale outlines the need for additional IT equipment at the Command and Control Center to enhance its capabilities and performance

- Enhance Operational Efficiency
- Improve Reliability and Resilience
- Support for Emerging Technologies

## II. BUDGETARY REQUIREMENT

The Budgetary Requirement for the Supply and Delivery of IT Equipment to be used at the Command and Control Center in the City of San Fernando, Pampanga, is included in the PPMP in the amount of **ONE MILLION FIVE HUNDRED TWENTY FOUR THOUSAND AND FIVE HUNDRED PESOS (P 1,524,500.00)**

## III. OBJECTIVES

To established and contributes to the effective mobilization of resources, management of information and coordination and control of emergency operations and activities.

## IV. TERMS AND CONDITIONS

During the procurement process and delivery/ implementation of the contract, the end-user and the supplier/ contractor shall:

    a. Specifications/ Schedule of Requirements

| Qty. | Unit | Item Description/ Specifications | Delivery Date | Location |
|------|------|----------------------------------|---------------|----------|
| 4 | unit(s) | Laptop<br><br>-Processor: Intel r Core i7 12500h or higher<br>-Memory: 16GB DDR4<br>-Storage: 512GB M.2 Nvme PCIe SSD<br>-Video Card: Nvidia Geforce Rtx3050 4GB GDDR6<br>-Display: 15.6 Fhd Ips 144hz<br>-Webcam<br>-Wi-fi/ Bluetooth<br>-Lan/Audio Port/ Usb 3.0/Usb Type- | 30 days upon issuance of Purchase Order and Notice of Proceed | Central Storage, New Public Market, Del Pilar, CSFP |

| | | | | |
|---|---|---|---|---|
| | | C/Hdmi Port<br>-Windows 11 64bit<br><br>(charger, wireless mouse, bag) | | |
| 3 | unit(s) | All-In-One Desktop Computer<br><br>-Processor: Intel® Core i5 1215U processor, 10 cores 12 Threads , 10 MB Intel Smart Cache, 1.2Ghz base 4.4 Ghz Max Frequency<br>-Display :23.8inch screen, 1920x1080 resolution<br>-Memory 8gb soDIMM DDR4 Up to 32 Gb of Dual-channel DDR4 3200 MHz<br>-Storage: 256 Gb M.2 2280 PCI-E SSD TB 2.5-Inch 5400 RPM<br>-Graphics: Intel UHD Graphics<br>-Integrated 5.0MP FHD high-sense webcam with 2 stereo microphones<br>-Webcam: N/A<br>-DTS Audio :Built-in Stereo speakers<br>-WLAN:802.11ax/ac/b/g/n, Wi-Fi 6E and Bluetooth 5<br>-Lan Gigabit Ethernet<br>-Front/Side/I/O connectors<br>-Card reader: N/A<br>-USB 2.0 Type A Port(s):1<br>-Rear I/O connectors<br>-HDMI Port<br>-Lan port(s):1<br>-Audio Jack(s):1<br>-USB 3.2 Gen 1 Type A ports:2<br>-USB 3.2 Gen 2 Type A ports:1<br>-USB 3.2 Gen 2 Type C ports:1<br>-M.2 slot (for SSD):1<br>-M.2 slot (for WLAN):1 | | |

| | | | | |
|---|---|---|---|---|
| | | -Power Supply and Adapter:65 W | | |
| 5 | unit(s) | Tablet<br><br>-S9 or Higher<br>-Processor: 3.36GHz, 2.8 GHz, 2 GHz<br>-Processor 3.36GHz, GHz<br>-OS Android !3, upgradable to Android 14, One UI 6<br>-Chipset: Qualcomm SM8550-AC Snapdragon 8 Gen 2 (4nm) CPU Type Octa-Core (1x3.36) GHz Cortex-X3 & 2x2.8 GHz Cortex-A715 & 2x2.8 GHz Cortex-A710 & 3x2.0 GHz Cortex-A510)<br>-GPU Adreno 740<br>-Memory: 12GB<br>-Storage 256gb<br>-External Storage Support MicroSD (UP to 1TB)<br>-Display: 11.0 Inches<br>-Resolution (Main Display) 1600x2560 pixels, 16:10 ratio (-247 ppi density)<br>-Camera-Resolution Rear: 13.0 MP, Front 12.0 MP<br>-Video recording resolution UHD 4K (3840x2160)@30fps<br>-Weight: 523g<br>-Dimension: 254.3x165.8x5.9 mm (10.01x6.53x0.23 in)<br>-Battery Capacity: (mAh, Typical) 8,000 mAh<br>-WLAN: Wi-Fi 802.11 a/b/g/n/ac/6e, triband, Wi-Fi Direct | | |

| | | | | |
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| | | | | |
|---|---|---|---|---|
| | | Duplex: Up to 17 sec/ 25 sec *2<br>-ISO 29183,A4 Simplex Flatbed (Black/Colour): Up to 11.5 ipm/5.5 ipm<br>-Optical Resolution: 1200x2400 dpi<br>-Transmission paper Size (Flatbed):B5,A5,A4,Letter,Legal<br>-Transmission paper Size (ADF):A4,Letter,Legal<br>-Number of Paper Trays: 2 (Front 1/ Rear 1)<br>-Network: Ethernet, Wi-Fi IEEE 802.11b/g/n, Wi-fi Direct<br>-Network Protocol: TCP/IPv4, TCP/IPv6<br>-Reduction/ Enlargement: 25 - 400%<br>-Maximum Copy size: Legal<br>-Copy Resolution: Max 600 x 600 dpi<br>-Maximum Copies from Standalone: 99 copies | | |
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| | | | | |
|---|---|---|---|---|
| 3 | unit(s) | External Hard Drive<br><br>-1 TB<br>-USD 3.2<br>-Max. transfer rate: 5.0 Gbit | | |
| 3 | unit(s) | Keyboard | | |
| 3 | unit(s) | Mouse | | |
| 3 | unit(s) | Uninterruptable Power Supply<br>-Output power capacity: 450 Watts/800Va<br>-Nominal Output Voltage:230v<br>-Nominal Input Voltage:230v | | |
| 3 | unit(s) | 3 Units A3 Printer<br><br>-Printer Speed of up to 25.0 ipm<br>-Prints up to A3+ (for simplex)<br>-Automatic duplex printing<br>-Ultra-high page yield of 7,500 pages (black) and 6,000 pages (colour)<br>-Wi-Fi, Wi-Fi Direct Ethernet<br>-Paper Capacity: 50 sheets<br>-Scan Speed (Flatbed / ADF (Simplex/ Duplex)):<br>-200dpi, Black: 5 sec / Up to 26.0 ipm / 11.5 ipm<br>-200dpi, Colour:10 sec / Up to 9.0 ipm / 6.0 ipm<br>-Scanner Type:<br>-Flatbed colour image scanner<br>-Sensor type: CIS<br>-Optical resolution: 1200x2400 dpi<br>-Maximum Scan Area: 297x431.8 (mm)<br>-Scanner Bit Depth (Colour): 48-bit, input, 24-bit output | | |

| | | -Scanner Bit Depth (Grayscale): 16-bit, input, 8-bit output -Scanner Bit Depth (Black and White): 16-bit, input, 1-bit output<br><br>MUST INCLUDE THE FOLLOWING: -Data and Power Cable, Operating Manual (English) -3 sets of Black(BK)and colored (CMY) Ink | | |
|---|---|---|---|---|

b.  Procurement Process
1.  For the End-user, ensure the completion of the documents in order to proceed with the procurement process.
2.  For the supplier/provider, ensure the completeness of the documents being required by the Bids and Awards Committee (BAC) for the procurement process on- time based on the procurement schedule including this TOR duly signed by the end-user and conformed by the supplier/contractor.
3.  If the procurement process reaches the ensuing year, observe that the allowed delivery is only up to what is stipulated in the contract.
4.  Ensure to supply the requirements upon issuance of DOC.
5.  Comply with the provisions of the Procurement Law regardless of the mode of procurement, whether Competitive/Public Bidding or the use of Alternative Methods of Procurement.

c.  Delivery/ Implementation period
1.  Strictly observe the "No Purchase Order (PO)/ Delivery Order Contract (DOC), No Delivery" Policy and comply with the delivery period.

2. The Delivery Period shall be from <u>30 days upon issuance of Purchase Order and Notice of Proceed.</u>
3. During the delivery, strictly follow the provisions enumerated in the Terms and Condition of the PO/ Contract including the Delivery Schedule, Penalty, among others.
4. In case there is a change in the Delivery Schedule and specifications, the End- user through the Procurement Officer shall coordinate with the CGSO-Procurement Management Division (PMD) for the latter to advise the supplier/contractor regarding the concern.
5. Coordination with the supplier/ contractor shall be the function of the CGSO-PMD as its mandate.
6. For onsite delivery, ensure the coordination with the Inspector from the CGSO-Property and Supply Management Division (PSMD) for the inspection of the delivery in terms of quantity and quality and to immediately notify the supplier/contractor in case of any concerns before the acceptance.

    d. Inspection and Acceptance
1. The CGSO-PSMD shall inspect and accept the delivery
2. The supplier/contractor shall present the PO and issue Sales Invoice
3. The CGSO-PMD shall prepare the corresponding Inspection and Acceptance Report/s.

## V. DELIVERABLES BY THE SUPPLIER/ CONTRACTOR AND THE CITY GOVERNMENT

The deliverables of the supplier/ contractor shall be as follows:
    a. Provide the quantity of IT Equipment required by the project/ program; and
    b. Strictly follow the specifications and timely provision of requirements based on the delivery schedule.

The deliverables of the City Government shall be as follows:
    a. On- time payment of the supplier/ contractor i.e., 15 days after the month.
    b. End- user shall monitor the delivery of requirements.
    c. The Procurement Officer shall assist in the monitoring, delivery and on-time payment of the supplier.
    d. Provide necessary and readily-available documents such as during the conduct of post-audit.
    e. Evaluate the performance of the supplier/contractor and in case there is a violation to the Contract/Agreement, prepare a Verified Report.

Prepared and submitted by:

**RAYMOND B. DEL ROSARIO**
LDRRMO IV

| CONFORME: |
| --- |
| _____ |
| Signature over Printed Name |
| _____ |
| Date |

Note: This TOR shall form part of the Contract and should be strictly followed by both parties otherwise, the implementation of the project/ program might be affected as well as the performance of the supplier/ contractor.