



Republic of the Philippines
Province of Pampanga

City of San Fernando

Office of the Bids and Awards Committee

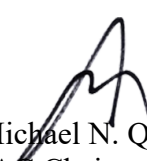
REQUEST FOR QUOTATION

(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)

Project Title : **Supply and Delivery of IT Equipment to be used at the City Health Office - Rural Health Unit IV (San Agustin) in the City of San Fernando, Pampanga**
Location of the Project : **City Health Office**

Company Name _____ Date : **Oct 9, 2024**
PR No. : **2024-10-01898**
Address _____

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Wednesday, October 16, 2024 10:00 AM** at **CGSO Building, City Civic Center, Alasas, City of San Fernando, Pampanga**.

Canvassed by: _____ Approved by: 
Jannelle D.A. Tungcab **Engr. Michael N. Quizon, Jr.**
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)	ALL-IN-ONE DESKTOP COMPUTER Processor: Intel Core i5-1215U processor, 10 cores 12 Threads, 10MB Intel Smart Cache, 1.2GHz Base 4.4 GHz Max Frequency Display: 23.8inch screen, 1920x1080 resolution Memory: 8GB soDIMM DDR4 up to 32 GB of Dual-Channel DDR4 3200 MHz Storage: 256 GB M.2 2280 PCI-E SSD 1 TB 2.5inch 5400 RPM Graphics: Intel UHD Graphics Optical Drive: WITHOUT Integrated 5.0 MP Full HD high-sense webcam with 2 stereo microphones Webcam: N/A DTS Audio: Built-in stereo speakers WLAN: 802.11ax/ac/a/b/g/n, Wi-Fi 6E and Bluetooth 5 LAN Gigabit Ethernet Front/Side I/O connectors Card reader: N/A USB 2.0 Type A port(s): 1 Rear I/O connectors HDMI Ports,LAN Port(s): 1, Audio jack(s): 1 USB 3.2 Gen1 Type A port(s): 2 USB 3.2 Gen1 Type A port(s): 1 USB 3.2 Gen1 Type C port(s): 1" M.2 slot (for SSD): 1, M.2 slot (for WLAN):1 Power Supply and Adapter: 65W			
2	4	unit(s)	Keyboard			
3	4	unit(s)	Mouse			
4	2	unit(s)	ALL-IN-ONE PRINTER Print, Scan, Copy, Fax with ADF Compact integrated tank design High Yield Ink bottles Spill-free, error-free refilling Wifi and Wifi Direct Connectivity Seamless setup via Epson Smart Panel Borderless printing up to 4R/100-page Fax Storage Memory Print Method: On-demand inkjet (Piezoelectric) With extra set of ink (B, M, Y, BL)			
5	4	unit(s)	UNINTERRUPTABLE POWER SUPPLY Output power capacity: 450 Watts/ 800V A Nominal Output Voltage: 230V Nominal Input Voltage: 230V			



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Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
6	6	unit(s)	<p>LAPTOP COMPUTER</p> <p>Processor: 13th Generation Intel R Core TMi5-1335U Processor (E-cores up to 3.40 GHz P-cores up to 4.60 GHz)</p> <p>Operating System: Windows 11 Pro 64</p> <p>Graphic Card: Integrated Intel R Iris R Xe Graphics</p> <p>Memory: 16 GD DDR4-3200MHz-(8 GB Soldered+ 8 GB SODIMM)</p> <p>Storage: 512GB SSD M.2 2242 PCIe Gen4 TLC Opal</p> <p>Display: 14" WUXGA (1920 x 1200), IPS, Anti-Glare, Non Touch, 45%NTSC, 300 nits, 60Hz</p> <p>Camera: 720P HD RGB with Microphone and Privacy Shutter</p> <p>Battery: 3 Cell Li-Polymer 57Wh</p> <p>AC Adapter/ Power Supply 65W</p> <p>Fingerprint Reader: NO Fingerprint Reader</p> <p>Keyboard: Backlit, Black-English (US)</p> <p>WLAN: Wi-Fi 6E 2x2 AX & Bluetooth R 5.1 or above</p> <p>Warranty: 3 year On-site</p> <p>Color: Graphite Black</p> <p>Part Number: 21JK00ARPH</p>			
7	1	unit(s)	<p>LCD Projector</p> <p>Specification:</p> <p>White Light Output (Normal/Eco): 3,800 LUMENS</p> <p>Colour Light Output: 3,800 LUMENS</p> <p>Projection Technology: RGB liquid crystal shutter projection system (3LCD) Direct Power On/Off: Yes</p> <p>LCD: Native Resolution: XGA (1024x768)</p> <p>Size: 0.55" (C2fine)</p> <p>Lightsource:Type:210W UHE</p> <p>Life (Normal/Eco): 6,000/12,000 hours</p> <p>Aspect Ratio: 4:3</p> <p>Projection Lens: [Type- Optical Zoom (Manual) / Focus (Manual), F-Number: 1.49-1.72, Focal Length: 16.90-20.28 mm, Zoom Ratio: 1-1.2, Throw Ratio: 1.48-1.77 (wide to Tele)]</p> <p>3,800 lumens of color and white brightness</p> <p>Native XGA resolution and 4.3 Performance</p> <p>Long Lamp life up to 12,000 hours in ECO Mode</p> <p>Built-in Moderator functions for easy sharing</p> <p>iprojection Advanced network Connectivity</p> <p>Wireless LAN Security: Infrastructure: OPEN, WPA2/WPA3-PSK Access Point: OPEN, WPA2-PSK (AES)</p> <p>Must include:</p> <p>-1 Projector Screen</p> <p>-1 Projector Screen Stand (Height adjustable up to 2.1M)</p> <p>-Supplied Accessories</p> <p>-Power Cable (1.8m)</p>			



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Location of the Project : **City Health Office**

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
			-HDMI Cable (1.8m) -Remote Control with 2AA Battery -User's Manual CDRO			
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 City Health Office - Rural Health Unit IV (San Agustin) in the City of San Fernando, Pampanga

I.BACKGROUND

In exigency of the service, and in line with the evolving demand of public health-related undertakings, the provision of relative capital outlay and various supplies for daily operation is highly essential for the benefit/interest of our healthcare workforce and to generally improve the delivery of health services to our constituents.

II. BUDGETARY REQUIREMENT

The Budgetary Requirement for the **Supply and Delivery of IT Equipment to be used at the City Health Office - Rural Health Unit IV (San Agustin) in the City of San Fernando, Pampanga** is included in the PPMP with Ref. No. 2024 - 3029 and already included in the Annual Procurement Plan (APP) of the City Government, which is in the amount of EIGHT HUNDRED EIGHTY-FIVE THOUSAND PESOS (P 885,000.00)

III.OBJECTIVES

The objectives of the **Supply and Delivery of IT Equipment to be used at the City Health Office - Rural Health Unit IV (San Agustin) in the City of San Fernando, Pampanga** are as follows:

1. To fulfill the administrative requirements of the rural health unit.

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	ALL-IN-ONE DESKTOP COMPUTER Processor: Intel Core i5-1215U processor, 10 cores 12 Threads, 10MB Intel Smart Cache, 1.2GHz Base 4.4 GHz Max Frequency Display: 23.8inch screen, 1920x1080 resolution Memory: 8GB soDIMM DDR4 up to 32 GB of Dual-Channel DDR4 3200 MHz Storage: 256 GB M.2 2280 PCI-E SSD 1 TB 2.5inch 5400 RPM Graphics: Intel UHD Graphics Optical Drive: WITHOUT Integrated 5.0 MP Full	November 2024	Central Storage, New Public Market, Brgy. Del Pilar, CSFP

		<p>HD high-sense webcam with 2 stereo microphones Webcam: N/A DTS Audio: Built-in stereo speakers WLAN: 802.11ax/ac/a/b/g/n, Wi-Fi 6E and Bluetooth 5 LAN Gigabit Ethernet Front/Side I/O connectors Card reader: N/A USB 2.0 Type A port(s): 1 Rear I/O connectors HDMI Ports, LAN Port(s): 1, Audio jack(s): 1 USB 3.2 Gen1 Type A port(s): 2 USB 3.2 Gen1 Type A port(s): 1 USB 3.2 Gen1 Type C port(s): 1" M.2 slot (for SSD): 1, M.2 slot (for WLAN):1 Power Supply and Adapter: 65W</p>		
4	UNIT	Keyboard	November 2024	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
4	UNIT	Mouse	November 2024	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
2	UNIT	<p>ALL-IN-ONE PRINTER Print, Scan, Copy, Fax with ADF Compact integrated tank design High Yield Ink bottles Spill-free, error-free refilling Wifi and Wifi Direct Connectivity Seamless setup via Epson Smart Panel Borderless printing up to 4R/100-page Fax Storage Memory Print Method: On-demand inkjet (Piezoelectric) With extra set of ink (B, M, Y, BL)</p>	November 2024	Central Storage, New Public Market, Brgy. Del Pilar, CSFP

4	UNIT	<p>UNINTERRUPTABLE POWER SUPPLY</p> <p>Output power capacity: 450 Watts/ 800V A</p> <p>Nominal Output Voltage: 230V</p> <p>Nominal Input Voltage: 230V</p>	November 2024	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
6	UNIT	<p>LAPTOP COMPUTER</p> <p>Processor: 13th Generation Intel R Core TMi5-1335U Processor (E-cores up to 3.40 GHz P-cores up to 4.60 GHz)</p> <p>Operating System: Windows 11 Pro 64</p> <p>Graphic Card: Integrated Intel R Iris R Xe Graphics</p> <p>Memory: 16 GD DDR4- 3200MHz-(8 GB Soldered+ 8 GB SODIMM)</p> <p>Storage: 512GB SSD M.2 2242 PCIe Gen4 TLC Opal</p> <p>Display: 14" WUXGA (1920 x 1200), IPS, Anti- Glare, Non Touch, 45% NTSC, 300 nits, 60Hz</p> <p>Camera: 720P HD RGB with Microphone and Privacy Shutter</p> <p>Battery: 3 Cell Li- Polymer 57Wh</p> <p>AC Adapter/ Power Supply 65W</p> <p>Fingerprint Reader: NO Fingerprint Reader</p> <p>Keyboard: Backlit, Black-English (US)</p> <p>WLAN: Wi-Fi 6E 2x2 AX & Bluetooth R 5.1 or above</p> <p>Warranty: 3 year On-site</p> <p>Color: Graphite Black</p> <p>Part Number: 21JK00ARPH</p>	November 2024	Central Storage, New Public Market, Brgy. Del Pilar, CSFP
1	UNIT	<p>LCD Projector</p> <p>Specification: White Light Output (Normal/Eco): 3,800 LUMENS</p>	November 2024	Central Storage, New Public Market, Brgy. Del Pilar, CSFP

		<p>Colour Light Output: 3,800 LUMENS</p> <p>Projection Technology: RGB liquid crystal shutter projection system (3LCD) Direct Power On/Off: Yes</p> <p>LCD: Native Resolution: XGA (1024x768) Size: 0.55" (C2fine)</p> <p>Lightsource:Type:210W UHE</p> <p>Life (Normal/Eco): 6,000/12,000 hours Aspect Ratio: 4:3</p> <p>Projection Lens: [Type- Optical Zoom (Manual) / Focus (Manual), F- Number: 1.49-1.72, Focal Length: 16.90- 20.28 mm, Zoom Ratio: 1-1.2, Throw Ratio: 1.48-1.77 (wide to Tele)] 3,800 lumens of color and white brightness Native XGA resolution and 4.3 Performance Long Lamp life up to 12,000 hours in ECO Mode</p> <p>Built-in Moderator functions for easy sharing iprojection Advanced network Connectivity</p> <p>Wireless LAN Security: Infrastructure: OPEN, WPA2/WPA3-PSK Access Point: OPEN, WPA2-PSK (AES)</p> <p>Must include: -1 Projector Screen -1 Projector Screen Stand (Height adjustable up to 2.1M) -Supplied Accessories -Power Cable (1.8m) -HDMI Cable (1.8m) -Remote Control with 2AA Battery -User's Manual CDRO</p>		
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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 confirmed by the supplier/ provider.
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. For the End- user, present clearly this TOR during the Pre- Bid Conference for the information of the prospective bidder/s (for Competitive/ Public Bidding), and present by the Buyer with the assistance of the End- user (for Alternative Methods of Procurement).
5. Ensure that there are readily- available supplies upon submission of Request for Quotation (RFQ)/ Bid since delivery is anticipated upon issuance of PO/ Contract.
6. 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)/ Contracts, No Delivery” Policy and comply with the delivery period.⁴
2. The Delivery Period shall be on **NOVEMBER 2024** at the City of San Fernando, Pampanga.
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 of items 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- PSMD shall prepare the corresponding Inspection and Acceptance Report/s.

Such documents will be used in notifying the concerned offices on the delivery such as the City Accountant’s Office (CAccO) and Commission on Audit (COA) to include the same in the Payables.

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 items being 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 delivery regardless if the delivery is per month or Ordering Agreement.
- 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 by:



MARK ANDREW P. CALILUNG, RN
PUBLIC HEALTH NURSE – RHU IV

Submitted by:



DR. JAIRA P. NATIVIDAD
RURAL HEALTH PHYSICIAN – RHU IV

Noted by:



DR. ROWENA L. SALAS
CITY HEALTH OFFICER II

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*

SAMPLE PICTURE



ALL-IN-ONE DESKTOP COMPUTER



ALL-IN-ONE PRINTER



UNINTERRUPTABLE POWER SUPPLY



LAPTOP COMPUTER



PROJECTOR

APPROVED BY:


DR. ROWENA L. SALAS
CITY HEALTH OFFICER II