



Republic of the Philippines
Province of Pampanga

City of San Fernando

Office of the Bids and Awards Committee

REQUEST FOR QUOTATION

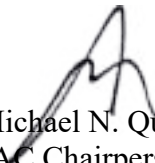
(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)

Project Title : **Supply and Delivery of ICT Equipment to be used by the different offices of the LGU-City of San Fernando, Pampanga**
Location of the Project : **City Information and Communication Technology Office**

Company Name
Date : **Nov 21, 2024**
PR No. : **2024-11-02244**

Address

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Tuesday, November 26, 2024 10:00 AM** at **CGSO Building, City Civic Center, Alasas, City of San Fernando, Pampanga.**

Canvassed by: **Jannelle D.A. Tungcab**
Approved by: 
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)	<p>LAPTOP COMPUTER THINKPAD E16 GEN1 GRAPHITE BLACK INTEL CORE I5-1335U/2X8GB DDR4/256GB M.2 PCIE NVME SSD/INTEL IRIS XE GRAPHICS/16" WUXGA/WINDOWS 11 PRO 64BIT/CAMERA/BACKLIT KB/FINGERPRINT READER/WIFI/BT/LAN/AUDIO PORT/USB 3.0/USB TYPE-C/HDMI/LAPTOP</p> <p>Model : ThinkPad E16 Gen 1 / 13th Gen Core i5 / Win 11 Pro 64bit Type : Performance Business LAPTOP Display : 16" FHD+ (1920x1200) IPS, 300nits, Anti-Glare, 16:10 Display Processor : Intel 13th Gen Core i5-1335U (10 cores 12 threads, P-core 1.3 / 4.6GHz, E-core 0.9 / 3.4GHz, 12MB L3 Cache) Graphics : Integrated Intel Iris Xe Graphics Memory : 16GB (2x 8GB DDR4 3200 MHz) Storage : 256GB M.2 PCIe NVMe SSD Expandable Networking : Intel Wi-Fi 6 2x2 AX + Bluetooth 5.1 Battery : Integrated Li-Polymer 47Wh battery Camera : 1080p FHD with Privacy shutter, Fixed Focus Keyboard : Backlit, English, 6-row, spill-resistant, multimedia Fn keys with Unified Communications controls Audio Chip : High Definition (HD) Audio, Synaptic® CX11880 codec Speakers : Stereo speakers, 2W x2, Dolby® Atmos Microphone : Dual-microphone array, Dolby Voice Security features : TPM 2.0 Fingerprint Reader OS : Windows 11 Pro 64-bit Laptop bag and wireless mouse</p>			



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 ICT Equipment to be used by the different offices of the LGU-City of San Fernando, Pampanga**
Location of the Project : **City Information and Communication Technology Office**

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
2	1	unit(s)	"75" UHD SMART TV • 75 Inches LED (4K UHD UA75DU7000GXXP) Weight • 34.5 (kg) Length • 6.11(cm) Video • Picture Engine Crystal Processor 4K • HDR (High Dynamic Range) HDR • HDR 10+Support • Contrast Mega Contrast • Micro Dimming UHD Dimming • Contrast Enhancer Yes • Motion Technology Motion Xcelerator • AI Upscale 4K Upscaling • Filmmaker Mode (FMM)Yes Audio • Adaptive Sound Adaptive Sound • Object Tracking Sound OTS Lite • Q-Symphony Yes • Sound Output (RMS) 20W • Speaker Type 2CH • Multiroom Link No Smart Service • Operating SystemTizen™ Smart TV • Bixby Yes (Voice Ready) • Web Browser Yes • SmartThings Yes Smart Feature • Multi Device Experience Mobile to TV, Sound Mirroring, Wireless TV On • NFT Nifty Gateway • Apple AirPlay Yes • Daily+ Yes Game Feature • Auto Game Mode (ALLM)Yes • VRR Yes • HGiG Yes Tuner/Broadcasting • Digital Broadcasting ISDB-T • Analog Tuner Yes • TV Key Support Yes Connectivity • Wi-Fi Yes (Wi-Fi 5) • Bluetooth Yes (BT5.2) • HDMI 3 ports • HDMI (High Frame Rate)4K 60Hz (for HDMI 1/2/3) • HDMI Audio Return Channel eARC/ARC • Anynet+ (HDMI-CEC) Yes • USB 1 x USB-A • Ethernet (LAN) 1 Port • RF In (Terrestrial / Cable input)1/1(Common Use for Terrestrial)/0 Design • DesignSlim Look • Bezel Type3 Bezel-less			



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 ICT Equipment to be used by the different offices of the LGU-City of San Fernando, Pampanga**
Location of the Project : **City Information and Communication Technology Office**

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
			<ul style="list-style-type: none"> • Slim Type Slim look • Front Color BLACK • Stand Type FLAT FEET • Stand Color BLACK Additional Feature <ul style="list-style-type: none"> • Embedded POP Yes • EPG Yes • IP Control Yes • OSD Language Local Languages Accessibility <ul style="list-style-type: none"> • Accessibility - Voice GuideUK English, China Chinese, Korean, Indonesian, Vietnamese • Low Vision SupportAudio Description, Zoom Menu and Text, High Contrast, SeeColors, Color Inversion, Grayscale, Picture Off • Hearing Impaired SupportClosed Caption (Subtitle), Multi-output Audio, Sign Language Zoom • Motor Impaired SupportSlow Button Repeat, Remote Control App. for All Power & Eco Solution <ul style="list-style-type: none"> • Power Supply AC100-240V~ 50/60Hz • Eco Sensor Yes • Auto Power Off Yes • Auto Power Saving Yes Dimension <ul style="list-style-type: none"> • Package Size (WxHxD)1832 x 1110 x 186 mm • Set Size with Stand (WxHxD)1677.5 x 1006.3 x 325 mm • Set Size without Stand (WxHxD)1677.5 x 962.4 x 61.1 mm • Stand (Basic) (WxD)1253.6 x 325 mm • Stand (Minimum) (WxD)346.6 x 325 mm • VESA Spec400 x 400 mm Accessory <ul style="list-style-type: none"> • Remote Controller ModelTM2240A • Slim Fit Wall-mount Support Yes • Full Motion Slim Wall Mount (Y22) Yes • Webcam Support Yes • Zigbee / Thread Module Dongle Support • User Manual Yes • Power Cable Yes • Smart TV Wall Mount Bracket with (16) Stainless Lag Screw with expansion shield Note: The wall mount bracket has a weight minimum capacity of 40 kg.			
Total Amount:						

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



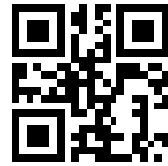
Republic of the Philippines
Province of Pampanga

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 ICT Equipment to be used by the different offices of the LGU-City of San Fernando, Pampanga

Location of the Project :

City Information and Communication Technology Office

Printed Name/ Signature

Tel No./ Cellphone No.

Date

TERMS of REFERENCE

SUPPLY AND DELIVERY OF ICT EQUIPMENT TO BE USED BY THE DIFFERENT OFFICES OF THE LGU-CITY OF SAN FERNANDO, PAMPANGA

I. BACKGROUND

One of the mandates of CICTO is to provide an integrated framework to optimize all government ICT resources and networks for the identification and prioritization of all E-Government systems and applications. Having said that, all offices rely heavily on the advice of this office regarding the best hardware and software options. All requests for ICT equipment are checked and assessed by the CICTO technical team to ensure that the right specifications are issued and meet the requirements of each department.

However, hardware will eventually need to be repaired, maintained and replaced. Each has a different service life, which is directly correlated with usage frequency and maintenance practices for hardware. It has come to CICTO's attention during the years that it has been monitoring and maintaining hardware that there have been situations where work has been slowed down because a unit has to be diagnosed for more than a day. Because of this, the office has decided to find a way to reduce, if not completely eradicate, similar incidents by giving the office concern a service unit.

Given the foregoing, this office was tasked to procure the consolidated needs for ICT equipment of the different offices of the City Government.

II. BUDGETARY REQUIREMENT

The budgetary requirement for the Supply and Delivery of IT Equipment to be used at the City Information and Communication Technology Office in the City of San Fernando, Pampanga is included in the PPMP with Ref. No. 2024-3142 and already included in the APP of the City Government, which is in the amount of Three hundred Eight Four Thousand Pesos (Php 384,000.00)

III. OBJECTIVES

1. To maintain work continuity and avoid delays in public services
2. To have computer hardware that is up to date and compatible with all software upgrades
3. To have computer hardware that is compatible with any new devices, such as printers and scanners
4. To have an immediate solution for IT equipment breakdowns
5. To cater requests for additional ICT equipment
6. To have an updated networking equipment
7. To have a buffer unit in case of network failure and hardware breakdown

IV. TERMS AND CONDITIONS

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

• Specifications/ Schedule of Requirements

Quantity	Unit of Issue	Item Description	Delivery Date	Location
4	Units	<ul style="list-style-type: none"> • THINKPAD E16 GEN1 GRAPHITE BLACK INTEL CORE I5-1335U/2X8GB DDR4/256GB M.2 PCIE NVME SSD • INTEL IRIS XE GRAPHICS/16" WUXGA/WINDOWS 11 64BIT • CAMERA • BACKLIT KB/FINGERPRINT READER • WIFI/Bluetooth/LAN • AUDIO PORT/USB 3.0/USB TYPEC/HDMI <p>LAPTOP Display : 16" FHD+ (1920x1200) IPS, 300nits, Anti-Glare, 16:10 Display Processor : Intel 13th Gen Core i5-1335U (10 cores 12 threads, P-core 1.3 / 4.6GHz, E-core 0.9 / 3.4GHz, 12MB L3 Cache) Graphics : Integrated Intel Iris Xe Graphics Memory : 16GB (2x 8GB DDR4 3200 MHz) Storage : 256GB M.2 PCIe NVMe SSD Expandable Networking : Intel Wi-Fi 6 2x2 AX + Bluetooth 5.1 Battery : Integrated Li-Polymer 47Wh battery Camera : 1080p FHD with Privacy shutter, Fixed Focus Keyboard : Backlit, English, 6-row, spill-resistant, multimedia Fn keys with Unified Communications controls Audio Chip : High Definition (HD) Audio, Synaptic® CX11880 codec Speakers : Stereo speakers, 2W x2, Dolby® Atmos Microphone : Dual-microphone array, Dolby Voice Security features : TPM 2.0 Fingerprint Reader OS : Windows 11 Pro 64-bit</p> <p>Laptop Bag and Wireless Mouse</p>	30 days after the issuance of Purchased Order/Notice to Proceed	CGSO Storage Building, GSO Compound, CSFP
1	Unit	<p>Screen Size</p> <ul style="list-style-type: none"> • 75 Inches LED (4K UHD UA75DU7000GXXP) <p>Weight</p> <ul style="list-style-type: none"> • 34.5 (kg) <p>Length</p> <ul style="list-style-type: none"> • 6.11(cm) 		

		<p>Video</p> <ul style="list-style-type: none"> • Picture Engine Processor 4K Crystal • HDR (High Dynamic Range) HDR • HDR 10+Support • Contrast Mega Contrast • Micro Dimming UHD Dimming • Contrast Enhancer Yes • Motion Technology Motion Xcelerator • AI Upscale 4K Upscaling • Filmmaker Mode (FMM)Yes <p>Audio</p> <ul style="list-style-type: none"> • Adaptive Sound Adaptive Sound • Object Tracking Sound Lite OTS • Q-Symphony Yes • Sound Output (RMS) 20W • Speaker Type 2CH • Multiroom Link No <p>Smart Service</p> <ul style="list-style-type: none"> • Operating SystemTizen™ Smart TV • Bixby Yes (Voice Ready) • Web Browser Yes • SmartThings Yes <p>Smart Feature</p> <ul style="list-style-type: none"> • Multi Device Experience Mobile to TV, Sound Mirroring, Wireless TV On • NFT Nifty Gateway • Apple AirPlay Yes • Daily+ Yes <p>Game Feature</p> <ul style="list-style-type: none"> • Auto Game Mode (ALLM)Yes • VRR Yes • HGiG Yes <p>Tuner/Broadcasting</p> <ul style="list-style-type: none"> • Digital Broadcasting ISDB-T • Analog Tuner Yes • TV Key Support Yes <p>Connectivity</p> <ul style="list-style-type: none"> • Wi-Fi Yes (Wi-Fi 5) • Bluetooth Yes (BT5.2) • HDMI 3 ports • HDMI (High Frame Rate)4K 60Hz (for HDMI 1/2/3) • HDMI Audio Return Channel eARC/ARC • Anynet+ (HDMI-CEC) Yes • USB USB-A 1 x • Ethernet (LAN) 1 Port 		
--	--	--	--	--

		<ul style="list-style-type: none"> • RF In (Terrestrial / Cable input)1/1(Common Use for Terrestrial)/0 <p>Design</p> <ul style="list-style-type: none"> • DesignSlim Look • Bezel Type3 Bezel-less • Slim Type Slim look • Front Color BLACK • Stand Type FLAT FEET • Stand Color BLACK <p>Additional Feature</p> <ul style="list-style-type: none"> • Embedded POP Yes • EPG Yes • IP Control Yes • OSD Language Local Languages <p>Accessibility</p> <ul style="list-style-type: none"> • Accessibility - Voice GuideUK English, China Chinese, Korean, Indonesian, Vietnamese • Low Vision SupportAudio Description, Zoom Menu and Text, High Contrast, SeeColors, Color Inversion, Grayscale, Picture Off • Hearing Impaired SupportClosed Caption (Subtitle), Multi-output Audio, Sign Language Zoom • Motor Impaired SupportSlow Button Repeat, Remote Control App. for All <p>Power & Eco Solution</p> <ul style="list-style-type: none"> • Power Supply AC100-240V~50/60Hz • Eco Sensor Yes • Auto Power Off Yes • Auto Power Saving Yes <p>Dimension</p> <ul style="list-style-type: none"> • Package Size (WxHxD)1832 x 1110 x 186 mm • Set Size with Stand (WxHxD)1677.5 x 1006.3 x 325 mm • Set Size without Stand (WxHxD)1677.5 x 962.4 x 61.1 mm • Stand (Basic) (WxD)1253.6 x 325 mm • Stand (Minimum) (WxD)346.6 x 325 mm • VESA Spec400 x 400 mm <p>Accessory</p> <ul style="list-style-type: none"> • Remote Controller ModelTM2240A • Slim Fit Wall-mount Support Yes • Full Motion Slim Wall Mount (Y22)Yes • Webcam Support Yes 		
--	--	--	--	--

		<ul style="list-style-type: none"> • Zigbee / Thread Module Dongle Support • User Manual Yes • Power Cable Yes • Smart TV Wall Mount Bracket with (16) Stainless Lag Screw with expansion shield <p>Note:</p> <p><i>The wall mount bracket has a weight minimum capacity of 40 kg.</i></p>		
--	--	--	--	--

• **Procurement process**

- For the End- user, ensure the completion of the documents in order to proceed with the procurement process.
- 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/ provider.
- If the procurement process reaches the ensuing year, observe that the allowed delivery is only up to what is stipulated in the contract.
- 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).
- Ensure that there are readily- available supplies upon submission of Request for Quotation (RFQ)/ Bid since delivery is anticipated upon Issuance of PO/ Contract.
- 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.

• **Delivery/ Implementation period**

- Strictly observe the "No Purchase Order (PO)/ Contracts, No Delivery" Policy and comply with the delivery period.
- The delivery period shall immediately after the approval of Notice to Proceed.
- During the delivery, strictly follow the provisions enumerated in the Terms and Condition of the PO / Contract including the delivery schedule, penalty, among others.
- In case there is a change in the delivery schedule and specifications, the end-user through the procurement officer shall coordinate with CGSO-Procurement Management Division for the latter advise the supplier/contractor regarding the concern.

- Coordination with the supplier/contractor shall be the functions of the CGSO-PMD as its mandate.
- Provide the quantity of items being required by the project/program: and
- Strictly follow the specifications and timely provision of requirements based on the delivery schedule.

V. OTHER CONSIDERATION

- A. The Bidder/Supplier should have (a) completed a single information technology equipment contract whose value must be at least 50% of the ABC within a period of five (3) years.
- B. The Bidder/Supplier MUST delivered all equipment within thirty (30) days after receiving the Notice of Award/Notice to Proceed. *The supplier must pay the Procuring Entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed equipment scheduled for delivery or performance for every day of delay.*
- C. **Warranty Period** – A warranty period of one (1) year shall commence on the date delivered.
- Laptop Computer or component that becomes defective or have failed or malfunctioned within six (6) months of date delivered MUST replace as a whole unit.
- A. **Technical Support** – The bidder/supplier must have **AT LEAST THREE (2) COMPUTER TECHNICIANS** that will be involved in the providing technical support for this project.
- Bidder/Supplier Must provide technical support on site **WITHIN TWENTY (24) HOURS** after the proponent asked for assistance in case the equipment have failed/defective within the two (1) year warranty period.
 - Bidder/Supplier **MUST PROVIDE A SERVICE UNIT** with the same technical specification or higher of the server supplied by the bidder/supplier in case of unit need repair or pull-out within the two (1) year warranty period.

VI. DELIVERABLES BY THE SUPPLIER/ CONTRACTOR AND THE CITY GOVERNMENT

The deliverables of the supplier/ contractor shall be as follows:


- a. As Stated in the specifications and schedule requirements
- b. Technical support

The deliverables of the City Government shall be as follows:


- a. On- time payment of the supplier/ contractor i.e., 30 days after delivery.
- 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:


MARTHY V. ZAPATA
ITO-II

Approved by:


JAMES FRANCIS S. VILLANUEVA
City ICT Officer

Conformed:

Signature over printed name

Note: The 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.