



REQUEST FOR QUOTATION
Solicitation No. RSU-2020-057
Quotation No. 20-09-099

Date : September 21, 2020
Company Name: _____
Address : _____

Sir/Madame:

Please quote your lowest price on the Item/s below, subject to the terms and Conditions and Eligibility Requirements for the Suppliers, stating the shortest time of the delivery and submit your quotation duly signed by your representative not later than **September 24, 2020** at exactly 5:00 in the afternoon in the return envelope attached herewith.

Project: Procurement of IT Equipment for Instruction of Satellite Campuses and Colleges

ABC: PhP840,000.00

QTY: 45

UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
Unit	Photocopier Machine (Copier: Multi copying up to 99 copies, 800 dpi Resolution 50% to 200% Zoom, Printer: 800 dpi Print Resolution, Standard USB 2.0 Interfere, Scanner: Maximum 800 dpi Resolution, Scanning speed: 8W Max 17 originals/min.)	1		
Unit	Copy Printer (Type: Digital desktop, Printing Process: Fully-automatic One-drum stencil system, Printer Paper Size: Min 900 x 140mm, Max 275 x 395 mm, Print Speed: 60-90 sheet per minute, First Printer Speed: Less than 40 seconds, Resolution: 300 x 300 dpi, Dimensions: 1m232 x 672 x 519mm, Weight: 55 kg.) With steel cabinet.	1		
pcs.	Wi-Fi Antenna Extender	4		
pcs.	Repeater/Router (Range Expander)	1		
pcs.	Prepaid Home Wi-Fi	5		
Unit	Desktop Computer (Processor: Intel Core i5, Operating System: Microsoft Windows 10 Professional, Memory: 8 GB RAM, Storage: 1 TB Internal HDD, Sustainability: EPREAT Silver Rating, Monitor: 24" LCD monitor, Network Adaptor: 802. 11 ac 2.4/5 GHz wireless adapter, With mouse, keyboard and AVR Speaker.	4		
Unit	CAT 6 LTE Modem, CPU: QCA9531, CPU Core Count: 1, CPU Nominal Frequency: 650 MHz, License Level: 3, Size of RAM: 64 MB, Storage Size: 16 MB, Storage Type: FLASH, Tested Ambient Temperature: -30 to 60 degrees Celsius.	5		
Unit	Desktop Computer (Processor: Intel Core i5, Operating System: Microsoft Windows 10 Professional, Memory: 8 GB RAM, Storage: 1 TB Internal HDD, Sustainability: EPREAT Silver Rating, Monitor: 24" LCD monitor, Network Adaptor: 802. 11 ac 2.4/5 GHz wireless adapter, With mouse, keyboard and AVR, Speaker.	20		
Unit	Laptop (Processor (CPU): Intel Core i5, Operating System: Microsoft Windows 10 Professional x 65, Memory: 8 GD RAM, Storage: 1 TB, Monitor: 14" LCD Monitor, 1600 x 900 resolution, Network Adapter: 802.11 ac 2.4/5 GHz wireless adapter, Internal	2		



Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon

BIDS AND AWARDS COMMITTEE

Website: www.rsu.edu.ph

Tel No. (042) 567 - 5273/5859/6234

Tele Fax No. (042) 567-5270

	Webcam.			
Unit	Printer, Printer Type: Print, Scan, Copy, Fax with ADF, Copy Quantity: Draft/Standard/Best Quality, Maximum Copies for Stand Alone: 99 Copies, Reduction/Enlargement: 25-400%, Auto Fit Function, Maximum Copy Resolution: 600 x 600 dpi, Maximum Copy Size: Legal, ISO 29183, A4 Simplex Flatbed (Black/colour): Up to 7.7 ipm/3.8 ipm.	2		
TOTAL		QTY	45	Estimated Cost

Yours,



MARIO A. FETALVER JR., Ph. D.
BAC Chairperson

Canvassed by:

Larry I. Firmalo
Procurement Officer



BIDS AND AWARDS COMMITTEE

Date: _____

BIDS & AWARDS COMMITTEE (BAC)
ROMBLON STATE UNIVERSITY
Odiongan, Romblon

Sir;

After having carefully read the terms and conditions of RFQ, I/We quote on the item/s at the prices noted above.

Yours,

Printed Name / Signature

Delivery Period : _____
 Warranty : _____
 Price Validity : _____
 Tel. No. /Cellphone No. : _____
 Email Address : _____
 Date : _____

REQUEST FOR QUOTATION

Terms & Conditions:

1. All entries must be type/hand-written.
2. Delivery period within 15 calendar days.
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the procuring entity.
4. Price validity shall be for a period of three months.
5. PhilGEPS registration Certificate shall be attached upon submission of the quotation.
6. Bidder shall submit original brochures showing certifications of the production being offered.
7. Payment shall be made after the inspection.
8. Deliver items at Supply Office, Romblon State University, Odiongan, Romblon (042-567-5375)

CHECKLIST OF ELIGIBILITY REQUIREMENTS FOR THE BIDDERS/SUPPLIERS:

The Eligibility Envelope shall contain the following:

1. Mayor's/Business permit
2. PhilGEPS Registration Number
3. Income/Business Tax Return
4. Omnibus Sworn Statement

Note: Submitted documents must be properly authenticated.