



Republic of the Philippines  
**Benguet State University**  
La Trinidad, 2601, Benguet Province  
Tel/Fax No. (074) 661-1839

## **Bids and Awards Committee**

### INVITATION TO SUBMIT QUOTATION

The Benguet State University (BSU), through the Bids and Awards Committee (BAC), will undertake a Negotiated Procurement- Two Failed Bidding for the Project:

Request for Quotation (RFQ) Number	Project	Approved Budget	Source of Fund
2022-907	1 LOT SUPPLY AND DELIVERY OF BRAND-NEW DESKTOP COMPUTERS and CENTRAL PROCESSING UNIT (CPU)	1,337,484.00	2022 IGI

#### REQUIREMENTS:

##### ENVELOPE A

###### A. LEGAL DOCUMENTS

1. Valid PhilGeps Registration - Platinum Membership
2. Notarized Omnibus Sworn Statement

###### B. FINANCIAL DOCUMENTS

3. Latest Business and Income Tax Returns filed and paid through the BIR Electronic Filing and Payment System (eFPS); and
4. Computation of Net Financial Contracting Capacity (NFCC); or Committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation

##### ENVELOPE B

1. Request for Quotation- Indicate brand and model of the offer
2. Detailed Descriptions/ Brochures of the items;
3. Other supporting documents (e.g. accreditations, exclusive distributorship and others), if applicable

#### SCHEDULE:

##### A. Issuance of Request of Quotation:

Interested bidders can get a copy of the Quotation documents starting **August 17, 2022** during office hours at the Procurement Management Office (PMO), 1<sup>st</sup> Floor, Administration Building, Benguet State University, La Trinidad, Benguet or may be downloaded from the PhilGEPs.

##### B. Deadline for Submission and Opening of Quotations

Submission of Quotations along with eligibility and technical documents is on or before **August 25, 2022 at 2:00 PM** at the Procurement Management Office (PMO), 1<sup>st</sup> Floor, Administration Building, Benguet State University, La Trinidad, Benguet. Submission may be submitted manually, or through email at [procurement@bsu.edu.ph](mailto:procurement@bsu.edu.ph).

The **Opening of Quotations** will be on **August 25, 2022, 2:01 PM** at the Benguet State University (BSU), Rogelio Dulay Colting Sr. (RDC Hall), 2<sup>nd</sup> Floor, Administration Building, Benguet State University, La Trinidad, Benguet.

**TERMS AND CONDITIONS:**

- a) Bidders shall provide correct and accurate information required in the Request for Quotation Form;
- b) Price Quotation must be valid for a period of **thirty (30) calendar days** from the date of submission;
- c) Award of contract shall be made to the quotation which complies with the technical specification/ requirement and other terms and conditions stated in the price quotation form;
- d) Quotations exceeding the Approved Budget for the Contract shall be rejected;
- e) The items shall be delivered within **thirty (30) calendar days** upon receipt of purchase order.
- f) Liquidated damages equivalent to one tenth of one percent (1/10 of 1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. BSU shall rescind the contract once the cumulative amount of the contract exceeded ten percent (10%) of the total contract price, without prejudice to other courses of action and remedies open to it.

For further information or clarification, please refer to:

**The BAC Secretariat**

Benguet State University-La Trinidad Campus

Tel. No. (074) 661-1839

Email: [procurement@bsu.edu.ph](mailto:procurement@bsu.edu.ph)

**REYNANTE B. BASCO**

Chairperson

Bids and Awards Committee (Goods)



Republic of the Philippines  
**Benguet State University**

2601 La Trinidad, Benguet  
 www.bsu.edu.ph

Telefax No. (074) 661-1839; Email:procurement@bsu.edu.ph

**REQUEST FOR QUOTATION (RFQ)**

Name of Owner/ Corporation/ Cooperative/ Agency: \_\_\_\_\_  
 Name of Business : \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Email address: \_\_\_\_\_ Telephone No. \_\_\_\_\_

QUOTATION NC 907  
 DATE: August 16, 2022  
 P.R. NO. : \_\_\_\_\_  
 ABC: Php. **1,337,484.00**

College/Dept./Office: Various Offices

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
A	1	LOT	<b>1 LOT SUPPLY AND DELIVERY OF BRAND NEW DESKTOP COMPUTERS and CENTRAL PROCESSING UNIT ( CPU )</b>			<b>1,337,484.00</b>		
			<b>NOTE: for all items indicated, state make/brand and atleast it must have existed in the market with good records in the past 7 years</b>					
<b>BREAKDOWN:</b>								
1	3	pc	<b>All in One Desktop Computer</b> : with the MINIMUM specifications: 1. System unit: Processor: 4cores 8Mb cache, must be in the latest or 1 generation / series lower than the latest product; 2. Motherboard: must be compatible to the aforementioned processor, 4 RAM slots, SSD m2 slot, RAID support with SLV; 3. RAM: 8Gb; 4. Storage: 500Gb SSD + 1Tb HDD; 5. Monitor size: 24" FHD 6. WI-FI ready 7. Accessories: a. wireless optical mouse and keyboard; b. 500w AVR; c. USB powered speaker; 8.licenses not counterfeit: a. Operating system: installed with at least Windows 10 to be compatible to the BSU Enrollment software authentic disk is a must if not bundle with the unit; b. Office Suite (perpetual): has at least: word processor, spreadsheet, presentation; c. must provide USB recovery disk NOTE: all items indicated make/brand of must have existed in the market with good records in the past 7 years;			60,000.00		
2	3	set	<b>Desktop Computer</b> :with the MINIMUM specifications: 1. System unit: Processor: 4cores 8Mb cache, must be in the latest or 1 generation / series lower than the latest product; 2. Motherboard: must be compatible to the aforementioned processor with SLV; 3. RAM: 8Gb; 4. Storage: 240Gb SSD + 1Tb HDD; 5. Video card: 2Gb 5. power supply: 500W true rated 6. Monitor: 24" FHD 7. Accessories: a. ATX casing with transparent side panel and cable management; b. USB optical mouse and keyboard; c. 500w AVR; d. USB powered speaker; e. WI-FI card 8.licenses not counterfeit: Operating system: installed with at least Windows 10 to be compatible to the BSU Enrollment software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation with authentic disk;			50,000.00		
3	6	set	<b>Desktop Computer</b> :with the MINIMUM specifications: 1. System unit: Processor: 4cores 8Mb cache, must be in the latest or 1 generation / series lower than the latest product; 2. Motherboard: must be compatible to the aforementioned processor with SLV; 3. RAM: 8Gb; 4. Storage: 240Gb SSD + 1Tb HDD; 5. Video card: 2Gb 5. power supply: 500W true rated 6. Monitor: 24" FHD 7. Accessories: a. ATX casing with transparent side panel and cable management; b. USB optical mouse and keyboard; c. 500w AVR; d. USB powered speaker; e. WI-FI card 8.licenses not counterfeit: Operating system: installed with at least Windows 10 to be compatible to the BSU Enrollment software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation;			50,000.00		

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
4	3	set	<p><b>Desktop Computer:</b> with the MINIMUM specifications:</p> <p>1. System unit: Processor: 2cores 6Mb cache, must be in the latest or 1 generation / series lower than the latest product;</p> <p>2. Motherboard: must be compatible to the aforementioned processor with SLV;</p> <p>3. RAM: 8Gb;</p> <p>4. Storage: 1Tb HDD;</p> <p>5. power supply: 500W</p> <p>6. Monitor: 18.5" FHD</p> <p>7. Accessories:</p> <p>a. ATX casing with cable management;</p> <p>b. USB optical mouse and keyboard;</p> <p>c. 650 VA UPS;</p> <p>d. USB powered speaker;</p> <p>8. licenses not counterfeit: Operating system: installed with at least Windows 10 to be compatible to the BSU Enrollment software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation;</p>			35,828.00		
5	1	set	<p><b>Desktop Computer:</b> with the MINIMUM specifications:</p> <p>1. System unit: Processor: 6cores 12Mb cache, must be in the latest or 1 generation / series lower than the latest product;</p> <p>2. Motherboard: must be compatible to the aforementioned processor with SLV;</p> <p>3. RAM: 8Gb;</p> <p>4. Storage: 240Gb SSD + 1Tb HDD;</p> <p>5. Video card: 2Gb</p> <p>5. power supply: 500W true rated</p> <p>6. Monitor: 24" FHD</p> <p>7. Accessories:</p> <p>a. ATX casing with transparent side panel and cable management;</p> <p>b. USB optical mouse and keyboard;</p> <p>c. 650 VA UPS;</p> <p>d. USB powered speaker;</p> <p>e. WI-FI card</p> <p>8. licenses not counterfeit: Operating system: installed with at least Windows 10 to be compatible to the BSU Enrollment software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation;</p>			60,000.00		
6	1	set	<p><b>Desktop Computer:</b> Condition: Brand New with the MINIMUM specifications:</p> <p><b>HARDWARE:</b></p> <p>Processor: at least 4cores and 8MB cache and must be the latest or 1 generation/series lower than the latest product (not SOC); with cooler.</p> <p>motherboard: compatible to the aforementioned processor, with SSD m2 slot, compatible slot for the GPU, and supports 4 RAM slots with raid support with SL</p> <p>RAM: 2x 4GB modules compatible to the aforementioned motherboard</p> <p>Storage: 256GB SSD m2</p> <p>PSU: 500W 80plus Bronze</p> <p>Casing: with 2 fans</p> <p>Monitor: 24inches LED</p> <p>UPS: 650va 360w 230v</p> <p>Accessories:</p> <p>USB keyboard and mouse, mouse pad, universal socket adapter</p> <p>Warranty: At least One (1) year Parts and Services Warranty</p> <p><b>SOFTWARE:</b></p> <p>OS: Installed with at least Windows 10 Pro to run Remote Desktop Connection with authentic disk;</p> <p>Office Suite: Not counterfeit; has at least: word processor, spreadsheet, presentation with perpetual license</p>			40,000.00		
7	6	unit	<p><b>Desktop computer set:</b> with the MINIMUM specifications:</p> <p>1. System unit: Processor: 4cores 8Mb cache, must be in the latest or 1 generation / series lower than the latest product;</p> <p>2. Motherboard: must be compatible to the aforementioned processor with SLV;</p> <p>3. RAM: 8Gb;</p> <p>4. Storage: 500Gb SSD + 1Tb HDD;</p> <p>5. Video card: 2Gb</p> <p>5. power supply: 500W true rated</p> <p>6. Monitor: 24" FHD ( removed)/optional</p> <p>7. Accessories:</p> <p>a. ATX casing with transparent side panel and cable management;</p> <p>b. USB optical mouse and keyboard;</p> <p>c. 650 VA UPS;</p> <p>d. USB powered speaker;</p> <p>e. WI-FI card</p> <p>8. licenses not counterfeit: Operating system: installed with at least Windows 10 to be compatible to the BSU Enrollment software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation;</p>			50,000.00		

Item No.	Qty	Unit	Item	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
				COMPLY	COUNTER OFFER			
8	1	unit	<b>Central Processing Unit ( CPU ):</b> with the MINIMUM specifications: 1. System unit: Processor: 4cores 8Mb cache, must be in the latest or 1 generation / series lower than the latest product; 2. Motherboard: must be compatible to the aforementioned processor with SLV; 3. RAM: 8Gb; 4. Storage: 500GB SSD; 5. power supply: 500W True Rated 6. Accessories: a. ATX casing with cable management; b. USB optical mouse and keyboard; c. 500w AVR; d. USB powered speaker; 7.licenses not counterfeit: Operating system: installed with at least Windows 10 to be compatible to the BSU Enrollment software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation;			30,000.00		
9	1	unit	<b>Central Processing Unit ( CPU ):</b> with the MINIMUM specifications: 1. System unit: Processor: 4cores 8Mb cache, must be in the latest or 1 generation / series lower than the latest product; 2. Motherboard: must be compatible to the aforementioned processor with SLV; 3. RAM: 8Gb; 4. Storage: 500GB SSD; 5. power supply: 500W, TRUE RATED 6. Accessories: a. ATX casing with cable management; b. USB optical mouse and keyboard; c. 500w AVR; d. USB powered speaker; 7.licenses not counterfeit: Operating system: installed with at Windows 7 to be compatible to the Landbank software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation;			30,000.00		
10	1	set	<b>Desktop Computer with All in One Printer with ADF:</b> with the MINIMUM specifications: 1. System unit: Processor: 8cores 16Mb cache, must be in the latest or 1 generation / series lower than the latest product; 2. Motherboard: must be compatible to the aforementioned processor, 4 RAM slots, SSD m2 slot, RAID support with SLV; 3. RAM: 8Gb 4. Storage: 240Gb SSD + 1Tb HDD; 5. Video card: 2Gb 5. power supply: 500W true rated 6. Monitor: 24" FHD 7. Accessories: a. ATX casing with transparent side panel and cable management; b. USB optical mouse and keyboard; c. 650 VA UPS; d. USB powered speaker; e. WI-FI card 8.licenses not counterfeit: Operating system: installed with at least Windows 10 to be compatible to the BSU Enrollment software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation with authentic disk; <b>PRINTER</b> Condition: Brand New Type: Color, All-in-one with ADF Print Technology: CIS			75,000.00		
11	1	set	<b>Desktop Computer with All in One Printer with ADF:</b> with the MINIMUM specifications: 1. System unit: Processor: 4cores 8Mb cache, must be in the latest or 1 generation / series lower than the latest product; 2. Motherboard: must be compatible to the aforementioned processor with SLV; 3. RAM: 8Gb; 4. Storage: 240Gb SSD + 1Tb HDD; 5. Video card: 2Gb 5. power supply: 500W true rated 6. Monitor: 24" FHD 7. Accessories: a. ATX casing with transparent side panel and cable management; b. USB optical mouse and keyboard; c. 500w AVR; d. USB powered speaker; e. WI-FI card 8.licenses not counterfeit: Operating system: installed with at least Windows 10 to be compatible to the BSU Enrollment software with authentic disk; Office Suite (perpetual): has at least: word processor, spreadsheet, presentation; <b>PRINTER:</b> Condition: Brand New Type: Color, All-in-one with ADF Print Technology: CIS			65,000.00		
	27		Sub total					
			XXXXXXXXXX					

Counter offers:

Delivery Period: \_\_\_\_\_  
 Warranty: \_\_\_\_\_  
 Price Validity: \_\_\_\_\_

We hereby submit our quotations, accept the general conditions for the above items and be bound by our offer.

Signature over Printed Name

Date