

**DEPARTMENT OF TOURISM**  
National Capital Region  
Telefax: 8553-3530  
Direct Line: 8553-3531/09190990025  
Email: dotncr.bac@tourism.gov.ph

Date: December 28, 2022

GENTLEMEN:

**REQUEST FOR QUOTATION**

Kindly quote to us your latest price(s) on the following item(s):

QUANTITY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
1 ( ONE )	LOT	<b>SUPPLY AND DELIVERY OF LAPTOPS FOR DOT NCR TOURISM DEVELOPMENT DIVISION (TDD) PERSONNEL</b>	
		<p><b>I. BRIEF BACKGROUND AND OBJECTIVES</b></p> <p>In view of the continuous and several activities of Tourism Development Planning, Research, and Information Management Unit (TDPRIMU) such as planning, tourism statistics data gathering, technical assistance to stakeholders, and convergence programs, the TDD would like to request (2) units of laptop and issuance of calling cards</p> <p>For the official use of DOT-NCR Tourism Development Division personnel</p>	
		<p><b>II. TECHNICAL SPECIFICATIONS FOR THE LAPTOP</b></p> <p>QUANTITY: TWO (2) COST PER UNIT :PhP 50,000.00 TOTAL : PhP 100,000.00</p> <ul style="list-style-type: none"> <li>- Processor 12th Generation Intel® Core™ i5-1235U Processor (E-cores up to 3.30 GHz P-cores up to 4.40 GHz)</li> <li>- Operating System Windows 11 Home 64 Single Language</li> <li>- Memory 8 GB DDR4-3200MHz (Soldered)</li> <li>- Hard Drive 512 GB SSD M.2 2242 PCIe Gen3 TLC</li> <li>- Display Type 13" FHD (1920 x 1080), IPS, Anti-Glare, Non-touch, 45% NTSC, 300 nits, 60Hz, Narrow Bezel</li> <li>- Graphics Integrated Intel® UHD Graphics AC Adapter 65W USB-C</li> <li>- AC Adapter Black (3pin) -US</li> <li>- Warranty 1 Year Onsite</li> <li>- Camera HD with Dual Array Microphone</li> <li>- Keyboard Iron Grey -English</li> <li>- Wireless 2x2 AC &amp; Bluetooth® 5.1 or above</li> <li>- Battery 3 Cell Li-Polymer 45Wh</li> <li>- Microsoft office (Word, Excel, and Powerpoint)</li> <li>- Laptop Bag</li> </ul>	
		<p><b>III. REQUIREMENTS FOR SUPPLIERS</b></p> <ul style="list-style-type: none"> <li>• Rates include all applicable taxes and delivery fee</li> <li>• Must be willing to provide services on a send-bill arrangement/government procedure</li> <li>• Delivery Term : 15-20 working days upon receipt/signing of PO</li> <li>• Place of Delivery: New DOT Bldg., 351 Sen. Gil Puyat Avneue, Makati City</li> </ul>	
		<p><b>APPROVED BUDGET FOR THE CONTRACT (ABC)</b> <b>PESOS: ONE HUNDRED THOUSAND (PhP100,000.00)</b> <i>(inclusive of VAT / applicable government taxes)</i></p>	

		<p><b>DOCUMENTARY REQUIREMENTS TO BE SUBMITTED:</b></p> <ol style="list-style-type: none"> <li>1. Current Mayor's/Business Permit</li> <li>2. PhilGEPS Registration Number</li> <li>3. Original and and/or Certified True Copy of Duly Notarized Omnibus Sworn Statement</li> </ol>	
		<p><b>CONTACT PERSON:</b>  Bidders: DOT-NCR BAC <a href="mailto:dotncr.bac@tourism.gov.ph">dotncr.bac@tourism.gov.ph</a>  Copy furnish:  BAC Secretariat  <b>Ernesto S. Teston</b> – 09178791718  <a href="mailto:esteston@tourism.gov.ph">esteston@tourism.gov.ph</a>  <b>Precious Yvette S. San Miguel</b> – 09270470985  <a href="mailto:pssanmiguel@tourism.gov.ph">pssanmiguel@tourism.gov.ph</a></p>	
		<p>Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in <u>three (3) sets</u> – 1 original copy IN A <b>SEALED ENVELOPE</b> to this office address:</p> <p><b>DOT NCR BAC SECRETARIAT</b>  <b>Mr. Lawrence J. Alcantara</b> – Head, NCR BAC Secretariat  2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City</p>	
		<p>Note: Deadline of submission is on <b>January 04, 2023 at 10:00 am</b></p>	

This office desires to place an order for the above item(s) with the minimum delay. Your firm quotation will help us very much in placing the order.  
Thank you.

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**PRINT NAME OF DEALER/SUPPLIER**

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**ADDRESS OF DEALER/SUPPLIER**

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**CONTACT NUMBER(s)**

**TIN:** \_\_\_\_\_

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**LANDBANK ACCOUNT NUMBER**

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**AUTHORIZED SIGNATURE OVER PRINT NAME**