

**DEPARTMENT OF TOURISM**  
National Capital Region  
Telefax: 8553-3530  
Direct Line: 8553-3531/09202909993  
Email: dotncr.bac@tourism.gov.ph

Date: May 23, 2024

GENTLEMEN:

**REQUEST FOR QUOTATION**

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

QTY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE																		
		<b>PROJECT NAME : SUPPLY AND DELIVERY OF DOT NCR's INFORMATION AND COMMUNICATIONS TECHNOLOGY EQUIPMENT</b>																			
		<p><b>I. BRIEF BACKGROUND :</b></p> <p>The primary function of the Industry Manpower Development Unit (IMDU) is to provide and conduct training programs for the tourism frontline personnel in the region. Through this, DOT-NCR can upgrade their skills, enrich their knowledge, and create immense impact on their lives.</p>																			
		<p><b>II. OBJECTIVES:</b></p> <p>For the official use of the Industry Manpower Development Unit under Tourism Development Division for the preparation and implementation of trainings, seminars, and meetings.</p>																			
		<p><b>III. SPECIFICATIONS / DELIVERABLES</b></p> <ul style="list-style-type: none"> <li>• <b>DELIVERY TERM:</b> <ul style="list-style-type: none"> <li>- 45 working days upon receipt/signing of PO</li> </ul> </li> <li>• <b>PLACE OF DELIVERY</b> <ul style="list-style-type: none"> <li>- 7840 Makati Avenue, Poblacion, Makati City</li> </ul> </li> </ul>																			
<b>1 (One)</b>	<b>Lot</b>	<b>A. Information and Communications Technology Equipment</b>																			
		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">PARTICULARS</th> <th style="width: 10%;">UNIT</th> <th style="width: 40%;">DESCRIPTION</th> <th style="width: 10%;">QTY</th> <th style="width: 10%;">COST PER UNIT</th> <th style="width: 15%;">TOTAL</th> </tr> </thead> <tbody> <tr> <td><b>LOT 1: Multifunction Printer</b></td> <td style="text-align: center;"><b>PC</b></td> <td> <ul style="list-style-type: none"> <li>• Auto Duplex: Standard, 50 sheets</li> <li>Connectivity: Hi-Speed USB 2.0, built-in Fast Ethernet, Fax port, Front Host USB</li> <li>• Print Speed Black (A4): 21 ppm</li> <li>• Print Speed Color (A4): 21 ppm</li> <li>• Resolution: 600 x 600 dpi</li> <li>• Google Cloud Printing</li> <li>• Duty Cycle: Up to 40,000 pages</li> <li>• Recommended Monthly Page: 150 to 2500 pages</li> <li>• Scan Speed (A4): 26 ppm</li> <li>• Ink Used: HP 206A Black W2110A, HP 206A Cyan W2111A, HP 206A W2112A Yellow, HP 206A Magenta W2113A</li> <li>• Weight: 18.7kg</li> <li>• Dimensions: Height – 33.4cm ; Length – 42cm ; Width – 42cm</li> </ul> </td> <td style="text-align: center;">1</td> <td style="text-align: right;">₱50,495.00</td> <td style="text-align: right;">₱50,495.00</td> </tr> <tr> <td><b>LOT 1: Solid State Drive (SSD)</b></td> <td style="text-align: center;"><b>PC</b></td> <td> <ul style="list-style-type: none"> <li>• Storage Capacity: 500GB PCIe 3.0 x4 M.2 2280 SSD</li> <li>• Read Speed: Random – 400,000 IOPS ; Sequential – 3100 MB/s</li> <li>• Write Speed: Random – 470,000 IOPS ; Sequential – 2600 MB/s</li> <li>• Flash Controller: Samsung Pablo</li> <li>• Flash Memory Type: Multi-Level Cell (MLC)</li> <li>• Encryption: 256-Bit AES (Hardware-Based)</li> <li>• Endurance (Total Bytes Written): 300TB</li> <li>• Power Draw: 4.3 W (Active) ; 5.9 W (Max) ; 5.0 mW (Standby)</li> <li>• Dimensions: 3.14 x 0.87 x 0.09" / 7.98 x 2.21 x 0.23 cm</li> <li>• Weight: 0.3oz / 9g</li> </ul> </td> <td style="text-align: center;">4</td> <td style="text-align: right;">₱3,900.00</td> <td style="text-align: right;">₱15,600.00</td> </tr> </tbody> </table>	PARTICULARS	UNIT	DESCRIPTION	QTY	COST PER UNIT	TOTAL	<b>LOT 1: Multifunction Printer</b>	<b>PC</b>	<ul style="list-style-type: none"> <li>• Auto Duplex: Standard, 50 sheets</li> <li>Connectivity: Hi-Speed USB 2.0, built-in Fast Ethernet, Fax port, Front Host USB</li> <li>• Print Speed Black (A4): 21 ppm</li> <li>• Print Speed Color (A4): 21 ppm</li> <li>• Resolution: 600 x 600 dpi</li> <li>• Google Cloud Printing</li> <li>• Duty Cycle: Up to 40,000 pages</li> <li>• Recommended Monthly Page: 150 to 2500 pages</li> <li>• Scan Speed (A4): 26 ppm</li> <li>• Ink Used: HP 206A Black W2110A, HP 206A Cyan W2111A, HP 206A W2112A Yellow, HP 206A Magenta W2113A</li> <li>• Weight: 18.7kg</li> <li>• Dimensions: Height – 33.4cm ; Length – 42cm ; Width – 42cm</li> </ul>	1	₱50,495.00	₱50,495.00	<b>LOT 1: Solid State Drive (SSD)</b>	<b>PC</b>	<ul style="list-style-type: none"> <li>• Storage Capacity: 500GB PCIe 3.0 x4 M.2 2280 SSD</li> <li>• Read Speed: Random – 400,000 IOPS ; Sequential – 3100 MB/s</li> <li>• Write Speed: Random – 470,000 IOPS ; Sequential – 2600 MB/s</li> <li>• Flash Controller: Samsung Pablo</li> <li>• Flash Memory Type: Multi-Level Cell (MLC)</li> <li>• Encryption: 256-Bit AES (Hardware-Based)</li> <li>• Endurance (Total Bytes Written): 300TB</li> <li>• Power Draw: 4.3 W (Active) ; 5.9 W (Max) ; 5.0 mW (Standby)</li> <li>• Dimensions: 3.14 x 0.87 x 0.09" / 7.98 x 2.21 x 0.23 cm</li> <li>• Weight: 0.3oz / 9g</li> </ul>	4	₱3,900.00	₱15,600.00	
PARTICULARS	UNIT	DESCRIPTION	QTY	COST PER UNIT	TOTAL																
<b>LOT 1: Multifunction Printer</b>	<b>PC</b>	<ul style="list-style-type: none"> <li>• Auto Duplex: Standard, 50 sheets</li> <li>Connectivity: Hi-Speed USB 2.0, built-in Fast Ethernet, Fax port, Front Host USB</li> <li>• Print Speed Black (A4): 21 ppm</li> <li>• Print Speed Color (A4): 21 ppm</li> <li>• Resolution: 600 x 600 dpi</li> <li>• Google Cloud Printing</li> <li>• Duty Cycle: Up to 40,000 pages</li> <li>• Recommended Monthly Page: 150 to 2500 pages</li> <li>• Scan Speed (A4): 26 ppm</li> <li>• Ink Used: HP 206A Black W2110A, HP 206A Cyan W2111A, HP 206A W2112A Yellow, HP 206A Magenta W2113A</li> <li>• Weight: 18.7kg</li> <li>• Dimensions: Height – 33.4cm ; Length – 42cm ; Width – 42cm</li> </ul>	1	₱50,495.00	₱50,495.00																
<b>LOT 1: Solid State Drive (SSD)</b>	<b>PC</b>	<ul style="list-style-type: none"> <li>• Storage Capacity: 500GB PCIe 3.0 x4 M.2 2280 SSD</li> <li>• Read Speed: Random – 400,000 IOPS ; Sequential – 3100 MB/s</li> <li>• Write Speed: Random – 470,000 IOPS ; Sequential – 2600 MB/s</li> <li>• Flash Controller: Samsung Pablo</li> <li>• Flash Memory Type: Multi-Level Cell (MLC)</li> <li>• Encryption: 256-Bit AES (Hardware-Based)</li> <li>• Endurance (Total Bytes Written): 300TB</li> <li>• Power Draw: 4.3 W (Active) ; 5.9 W (Max) ; 5.0 mW (Standby)</li> <li>• Dimensions: 3.14 x 0.87 x 0.09" / 7.98 x 2.21 x 0.23 cm</li> <li>• Weight: 0.3oz / 9g</li> </ul>	4	₱3,900.00	₱15,600.00																

		<b>LOT 1: Wireless Presentation Remote</b>	<b>PC</b>	<ul style="list-style-type: none"> <li>• Connectivity: Bluetooth Smart or USB receiver over 2.4 GHz wireless connection</li> <li>• System Requirements: Bluetooth Smart Windows 10+, Windows 8 Mac OS X 10.10, 10.11; macOS 10.12, 10.13+</li> <li>• Limited Functionalities (No Software): Chrome OS Android 5.0 or later</li> <li>• Logitech Proprietary Receiver Windows 10+, Windows 8, Windows 7 Mac OS X 10.10, 10.11; macOS 10.12, 10.13+</li> <li>• Limited Functionalities (No Software): Chrome OS Linux,</li> <li>• Wireless Range: 100' (30 m) (may vary based on environmental and computing conditions)</li> <li>• LED Indicator: Battery and Connectivity LED</li> <li>• Battery: Rechargeable, lithium-ion polymer (LiPo), 85 mAh (up to 3-month battery life)</li> <li>• Motion Sensor: 3D Accelerometer and Gyroscope</li> <li>• Dimensions: Spotlight: 5.2 x 1.1 x 0.5" (13 x 3 x 1 cm) USB Receiver: 1.6 x 0.7 x 0.3" (4 x 1.7 x 7 cm) Charging Cable Length: 5.5" (14 cm)</li> <li>• Weight: Spotlight: 1.7 oz (49 g) (with battery included) USB Receiver: 0.1 oz (3.3 g)</li> </ul>	2	₱10,583.00	₱21,166.00		
		<b>LOT 1: Laser Toner Cartridge Set</b>	<b>PC</b>	<ul style="list-style-type: none"> <li>• HP 206A Black W2110A</li> <li>• HP 206A Cyan W2111A</li> <li>• HP 206A W2112A Yellow</li> <li>• HP 206A Magenta W2113A</li> </ul>	1	₱18,800.00	₱18,800.00		
		<b>LOT 2: Paper Shredder</b>	<b>PC</b>	<ul style="list-style-type: none"> <li>• Jam Prevention Features: 100% Jam Proof System</li> <li>• Feed Type: Traditional</li> <li>• Auto Start/Stop: Yes - Electronic</li> <li>Bin Full Light: Yes</li> <li>• Can Shred: Staples, Credit Cards, Paper Clips, CDs/DVDs, Junkmail</li> <li>• Cut Size (inches): 5/32" x 1-1/2"</li> <li>• Cut Type: Cross-Cut</li> <li>• DIN Level - Paper: P-4</li> <li>• Maximum Run Time (minutes): Continuous</li> <li>• Energy Efficient Features: Energy Savings System</li> <li>• Material Type: Plastic</li> <li>• Model Number: 125CI</li> <li>• Noise Features: SilentShred™</li> <li>• Paper Entry Width (inches): 9</li> <li>Recommended Number of Users: 1-3</li> <li>• Safety Features: SafeSense®</li> <li>• Speed (Feet Per Minute): 16</li> <li>• Usage: Heavy Use</li> <li>• Strength: Commercial</li> <li>• Bin Capacity (gallons): 14</li> <li>• Run Time (minutes): Continuous</li> <li>• Sheet Capacity: 20</li> <li>• Shreds Per Sheet: 397</li> </ul>	1	₱47,995.00	₱47,995.00		
<b>TOTAL</b>								<b>₱154,056.00</b>	

	<p><b>PROPOSED BUDGET:</b></p> <ul style="list-style-type: none"> <li>• Php 50,495 x 1 pc multifunction printer</li> <li>• Php 3,900 x 4 pc solid state drive (ssd)</li> <li>• Php 10,583 x 2 pc wireless presentation remote</li> <li>• Php 47,995 x 1 pc paper shredder</li> <li>• Php 18,800.0 x 1 pc laser toner cartridge set</li> </ul>	
	<p><b>Minimum Requirements for Suppliers:</b></p>	
	<p>A. Rates include all applicable taxes and delivery fee  B. Must be willing to provide services on a send-bill arrangement/government procedure  C. Qualified Bidders will be required to submit actual sample for evaluation</p>	
	<p><b>Documentary Requirements to be Submitted:</b></p>	
	<ul style="list-style-type: none"> <li>• Valid Mayor's Business Permit</li> <li>• PHILGEPS Membership</li> <li>• Duly Notarized Omnibus Sworn Statement</li> </ul>	
	<p style="text-align: center;"><b>Approved Budget for the Contract (ABC):</b>  <b>Php 154,056.00</b>  <b>Pesos : One Hundred Fifty-Four Thousand Fifty-Six Only</b>  <i>* inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges net upon completion of the project and delivery of all requirements as agreed upon.</i>  <i>Government procedure and subject to appropriate government taxes</i></p>	
	<p><b>Contact Persons:</b>  <b>Ms. Khristel Anne Gad - <a href="mailto:kcgad@tourism.gov.ph">kcgad@tourism.gov.ph</a></b></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 three (3) original sets IN A SEALED ENVELOPE to this office address:</p> <p><b>DOT NCR BAC SECRETARIAT</b>  <b>Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat</b>  <b>7840 Makati Avenue, Poblacion, Makati City</b></p>	
	<p>Note: Deadline of submission is on <b>May 28, 2024 at 8:00am</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

\_\_\_\_\_  
**PRINT NAME OF DEALER/SUPPLIER**

\_\_\_\_\_  
**ADDRESS OF DEALER/SUPPLIER**

\_\_\_\_\_  
**CONTACT NUMBER(s)**

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

\_\_\_\_\_  
**LANDBANK ACCOUNT NUMBER**

\_\_\_\_\_  
**AUTHORIZED SIGNATURE OVER PRINT NAME**