

Republic of the Philippines  
City Government of Cagayan de Oro  
BIDS AND AWARDS COMMITTEE

**REQUEST FOR QUOTATION**  
**Project Name: Supply and delivery of All in One PC and other items; PR 24-1214,dated April 11, 2024**  
**Method of Procurement: Section 53.9 (Negotiated Procurement[Small Value Procurement] of the Updated 2016 Revised IRR of R.A. 9184)**

Date : **May 7, 2024**  
Quotation No. : **0762-24**

Company Name

Address

Please quote your best lowest price on the item/s listed below, subject to the Terms and Conditions on this page and submit/return this Request for Quotation (RFQ) duly filled-out and signed by your authorized representative not later than **2:00 PM of May 10, 2024**.

By Authority of the BAC:   
**ATTY. JOEFFREY D. NAMALATA**  
City General Services Officer

**Terms and Conditions:**

- 1. **Delivery Period shall be within 30 calendar days.**
- 2. **Warranty shall be for a period of Three (3) months for supplies & materials; one (1) year for equipment, from the date of acceptance by the procuring entity.**
- 3. **Price Validity shall be for a period of Ninety (90) calendar days.**
- 4. **The following shall be attached upon submission of the quotation:**
  - 1) **PhilGEPS Registration Number**
  - 2) **Current and valid Mayor's/Business Permit**
  - 3) **Brochures of the product being offered for equipment/ vehicles/electronic devices/ appliances**
  - 4) **Omnibus Sworn Statement (duly notarized), for Approved Budget for the Contract (ABC) above fifty thousand pesos (P50,000.00).**

Item No.	ITEM & DESCRIPTION	BRAND & MODEL	QTY	UNIT	UNIT PRICE
1	All-in-One PC - Multi Touch Screen 21"-24"-inch, Core i7, 16GB DDR5, 1TB SSD, Windows 11 w/ Licensed OS		5	unit	
2	Laptop - Core i7, 16GB DDR4 Memory, 1TB SSD, 14 -15"inch, Windows 11 w/ License OS		1	unit	
3	Android Tablet - 12.4"inch, 5G + LTE + Wi-Fi Ready with In-Box Keyboard, 8GB RAM + 128GB SSD, 8MP + 8MP UW, Android 13		2	unit	
Item 1-3 with (1) year warranty for parts, labor & battery, (6) months for accessories. Supplier must have physical store in Cagayan de Oro city.					
Total Amount in Words and Figures					

PhilGeps Registration Number : \_\_\_\_\_

After having carefully read and accepted your Terms and Conditions, I/we quoted you on the item/s at price/s quoted above.

Printed Name / Signature

Tel. No. / Cellphone No. / E-mail Address

Date