



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region

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**REQUEST FOR QUOTATION**  
**(RFQ No. 20-09-063)**

**PROJECT: SUPPLY AND DELIVERY OF LAPTOPS FOR THE HUMAN RESOURCE DEVELOPMENT DIVISION**

**INVITATION**

Date: September 14, 2020  
Request for Quotation No.: 20-09-063

**To Eligible Suppliers:**

The DepED-CAR Regional Office through its Bids and Awards Committee (BAC), invites suppliers to quote for the project **SUPPLY AND DELIVERY OF LAPTOPS FOR THE HUMAN RESOURCE DEVELOPMENT DIVISION**

Quotations should be *inclusive* of tax. The total approved Budget for the project is **Php 240,000.00**

Quotations with supporting documents may be submitted in person, by letter, facsimile or thru email at [depedcar.bacsecretariat@gmail.com](mailto:depedcar.bacsecretariat@gmail.com) **not later than 2 pm of September 18, 2020**. For any inquiry, please refer to the members of the BAC Secretariat at DepED-CAR RO, Wangal, La Trinidad, Benguet with telefax numbers (074) 422-1804 / 422-5155. Upon receipt of quotation/s on the submission deadline, the BAC shall open the quotations.

Very truly yours,

  
**FLORANTE E. VERGARA**  
BAC Chairperson

Bacsec/CDAD/jlc



Address: Wangal, La Trinidad, Benguet, 2601  
Telephone No: (074) 422 – 1318 | Fax No.: (074) 422-4074  
Website: [www.depedcar.ph](http://www.depedcar.ph) | Email Address: [car@deped.gov.ph](mailto:car@deped.gov.ph)



ISO 9001:2015 Certified  
Quality Management System  
DE-50500784 QM15



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**I. QUOTATION FORM**  
**(RFQ No. 20-09-063)**

**SUPPLY AND DELIVERY OF LAPTOPS FOR THE HUMAN RESOURCE DEVELOPMENT DIVISION**  
**ABC: Php 240,000.00**

Item No.	Description	Unit	Quantity	Unit Price	Total
1	<b>LAPTOP:</b> CPU: at least 7 <sup>th</sup> Gen Processor, 14nm, 2 cores, 4 threads, Base Frequency 2.60 GHz to Max Frequency 3.50 GHz, Bus Speed 4 GT/s, TDP 15 W <b>Graphics:</b> Internal Graphics <b>RAM:</b> 8 GB DDR4-2133 <b>Screen:</b> at least 13.3-inch 1920 x 1080 resolution display <b>Storage:</b> 256 GB SSD <b>Ports:</b> at least 2 x USB Type-A, 1 x USB Type-C, audio jack, HDMI, microSD <b>Connectivity:</b> 802.11ac Wi-Fi, Bluetooth 4.2 <b>Camera:</b> 720p front webcam <b>Weight:</b> at least 1.28 kg <b>Size:</b> at least 317 x 218.5 x 14.9 mm (WxDxH) <b>Battery:</b> up to 57Whr <b>Software:</b> Licensed Genuine Operating System, with recovery media for software and Drivers <b>Service:</b> up to 3 years on parts and labor; up to 1 year on batteries, up to 1 year on optical mouse	units	3		
<b>TOTAL</b>					

Respectfully returned to the Chairman of the BAC, DepED-CAR RO, with prices (inclusive of tax) herein quoted. All requirements/terms/conditions specified by that Office in this RFQ (Section I and Section II) are hereby accepted.

Name of Business and Signature of Supplier \_\_\_\_\_  
Contact No. \_\_\_\_\_



Address: Wangal, La Trinidad, Benguet, 2601  
Telephone No: (074) 422 – 1318 | Fax No.: (074) 422-4074  
Website: [www.depedcar.ph](http://www.depedcar.ph) | Email Address: [car@deped.gov.ph](mailto:car@deped.gov.ph)



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**II. TERMS AND CONDITIONS**  
**(RFQ No. 20-09-063)**

**A. Submission of Quotations**

The Requests for Quotation documents can be faxed or emailed to you upon request provided you provide your telefax number/email address. These may also be taken at the Administrative Division Office of the DepED-CAR Regional Office.

Quotations and any other requirement stated below, if submitted personally, should be received at the Administrative Division Office at DepED- CAR Regional Office, Wangal, La Trinidad, Benguet. **On or before 2 pm of September 18, 2020** Quotations submitted by the supplier should be ***inclusive of tax.***

**B. Requirements**

The supplier should:

1. Submit duly accomplished/signed ***Request for Quotation (RFQ) Documents (Section I and Section II)*** together with the copies of the following:

- i. 2020 Mayor's Permit/Business Permit
  - ii. PhilGEPS Registration number
- On or before 2 pm of September 18, 2020;**

2. Submit
  - i. Income/Business Tax Return
  - ii. Omnibus Sworn Statement***prior to Notice of award.***





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**C. Award/Contract**

1. DepED-CAR RO shall award the Purchase Order to the supplier whose offer is determined to be the lowest complying and responsive quotation.
2. The quotation of the supplier and his acceptance of the Purchase Order shall constitute a binding contract between DepED-CAR RO and the Supplier.
3. Contract duration shall be 15 calendar days from the date of receipt of the Purchase Order.

**D. Deliveries and Inspection**

1. RA 7394 or the Consumer's Welfare Act shall be applied in cases of defective supplies, for supplies delivered which are not in accordance with the specifications and for other applicable situations.

- E.** DepED-CAR RO reserves the right to accept or reject any quotation, to annul or cancel the process, and to reject all quotations at any time prior to the award of the Purchase Order, without thereby incurring any liability to the affected Supplier(s). It has no responsibility whatsoever to compensate the supplier for any expense incurred in the preparation of the quotation nor does it have any obligation to inform the affected Supplier(s) of the reasons of its decision.

I hereby concur/certify to comply with the above terms/conditions:

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Name of supplier

Signature Over Printed Name of  
Representative

Date



**Address:** Wangal, La Trinidad, Benguet, 2601  
**Telephone No:** (074) 422 – 1318 | **Fax No.:** (074) 422-4074  
**Website:** [www.depedcar.ph](http://www.depedcar.ph) | **Email Address:** [car@deped.gov.ph](mailto:car@deped.gov.ph)



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