

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

Field Office 02, Carig, Tuguegarao City

RFQ No: 23-01-0011

Supply and Delivery of 40 Pieces Laptop Etc. (1 Lot) to be used for various Offices to support operations

Date: January 17, 2023

Company Name

:

Company Address

:

Contact Person

:

Contact No.

:

Ite m No.	Qty.	Unit	Purchaser's Specifications	Bidder's Specifications (Please write the detailed specifications in the space provided)	Unit Cost	Total Cost
1.	40	Pcs	LAPTOP			
			Specifications:			
			1. Processor: a. CPU Architecture Technology: Processor model should at least be the latest release b. Base Speed Frequency: 2.4 GHz, up to 4.2 GHz c. Cores: 4-Physical Cores, 8Threads, 11th Generation d. Cache: 8MB Cache, 2. Operating System: a. Type: Latest Stable Proprietary OS 64-bit b. Version: Professional version (Must have the capability to join Active Directory) c. A certificate of Authenticity (COA), Genuine Label or Equivalent of the license from the OS provider should be provided (Holographic Image Sticker) 3. Memory: a. Capacity: >=16 Gb DDR4 Expandable UP TO 32GB b. Speed: DDR4 - 2666MHZ c. SLOTS: 2 SLOTS Expandable UP TO 32GB 4. Keyboard: Built-in 5. Pointing Devices/Mouse: a. Type: Touchpad with multi-gesture and scrolling function and inclusive of Standard Optical Mouse USB (mouse should be the same brand of the laptop being offered)			

6. Graphics Controller: Integrated and dedicated with 2GB-GDDR5 RAM

7. I/O Ports: All ports should be INTEGRATED/BUILT-IN
(no USB conversions/extension/adapters)

- a. ≥ 2 x USB 3.0 port
- b. 1 x headphone / microphone or combo jack
- c. 1 x RJ-45 LAN port
- d. 1 x HDMI

8. Display: ≥ 14 " inch LED Display with a built-in webcam

9. Hard Drive: ≥ 240 gb m.2 SSD as primary and secondary storage of 1TB SATA and above

10. Sound Controller: Integrated/built-in High Definition Audio system

11. Weight: ≤ 1.5 kg. including battery

12. Communication: MUST BE INTEGRATED / BUILT-IN
(no USB conversions/extension/adapters)

- a. Wireless - Integrated Dual Band Wireless - 802.11 ac/a/b/g/n; Bluetooth 4.0
- b. Ethernet - Integrated 10/100/1000 Base-TX

13. Battery: Battery at least 6 hours' operation with one full charge

14. Warranty & SLA:

- a. Three (3) years Hardware Warranty
- b. One (1) year on Mouse
- c. < 4 hours' response time for issues reported (thru Help Desk)
- d. For reported hardware replacement, the Service Provider shall be the one to pull out the unit.

15. To protect DSWD from unreliable and unproven products the following is required:

- a. Manufacturer of the proposed brand should be ISO 9000 certified or better
- b. Preferably Energy Star Compliant
- c. Preferably have an existing technical web support system where the brand providers/ bidders can log-in and key-in product service codes/item codes for faster tracking of defective / RMA products and faster turn-around of technical support

			<p>d. Must be capable of supporting Nationwide deployment and with at least 1 or more accredited Service Centers in Luzon (Proof or List of Nationwide Service Center should be submitted)</p> <p>e. Preferably an International Brand Name, which means that the brand is known and marketed globally and have international presence (physical stores, centers, or satellite offices) in at least 5 countries. Further, the brand should be sold and marketed continuously in the Philippines for the last ten (10) years</p> <p>f. Manufacturers offered model should be available in the Market and should not be custom-made or made to order just to comply with the specification</p> <p>16. Delivery Period: 15 Calendar Days</p> <p>17. With LAPTOP Bag and Mouse</p>			
2.	1	Piece	VIDEO CONFERENCING EQUIPMENT			
			Specifications:			
			<p>1. Complete set with Video, Audio, and Connectivity devices which can be used for a group of 10-20 persons.</p> <p>2. Camera:</p> <p>a. Capable of motorized pan, tilt, zoom using a dockable remote control (with at least 8m range) or using a console</p> <p>b. 260degree pan</p> <p>c. 130degrees tilt</p> <p>d. Zoom: at least 10x</p> <p>e. Full HD 1080- 30fps</p> <p>f. Autofocus</p> <p>g. With LED Light Indicator and Standard Tripod thread</p> <p>h. With Kensington lock</p> <p>3. Speakerphone</p> <p>a. Full-duplex</p> <p>b. With Echo-Cancellation and Noise Reduction Technology</p> <p>c. Bluetooth and NFC Wireless Technology</p> <p>d. With LED Indicators for speakerphone streaming, mute, hold, and Bluetooth wireless pairing</p> <p>e. LCD display for CallerID, call Duration and other functional responses</p>			

			<p>f. Microphone Transmission</p> <p>i. Four omni directional microphones with at least 20ft diameter range</p> <p>ii. Frequency is 100Hz-11KHz</p> <p>b. Speaker Receiving</p> <p>i. Frequency Response: 10Hz-14KHz</p> <p>ii. Maximum Output: 91dB SPL</p> <p>c. With Kensington Security Lock</p> <p>4. Hub/Cable</p> <p>a. There is a separate central hub for connection of all the videoconference system components</p> <p>b. with cables for connection between hub and camera/speakerphone each (at least 5M in length)</p> <p>c. 1 USB cable for connection to PC/Mac (length is at least 3m in length)</p> <p>At least 1 year warranty</p>			
3.	1	Piece	COPIER/DIGITAL MACHINE DUPLICATOR:			
			Specifications:			
			<p>1. Master Making/Printing Methods: High-speed digital master-making / Fully automatic printing</p> <p>2. Original Type: Book or sheet</p> <p>3. Resolution Scanning: 600 x 600 dpi; Printing: 300 x 600 dpi</p> <p>4. Paper Feed Tray Capacity: 1000 sheets</p> <p>5. Paper Receiving Tray Capacity: 1000 sheets</p> <p>6. Print Speed: Up to 130 ppm</p> <p>7. User Interface: LCD panel</p> <p>8. Functions: Original Scanning mode, Enlargement/Reproduction, Quick Master making, Count Report output, Direct Printing, USB Flash-via-Printing, Auto Sleep setting, auto Power Off Setting, ECO mode</p> <p>9. Ink Supply: Full automatic (1000 ml/cartridge)</p> <p>10. Master Supply/Disposal: Full automatic (Legal: approximately 250 sheets per roll) /Disposal capacity: approx. 100 sheets</p>			

			11. Power Source: AC 220-240V, 1.6A, 50-60Hz 12. To include: Service Center is within Tuguegarao City or region 2 13. Warranty: At least 1 year			
4.	6	Pcs.	DOCUMENT SCANNER			
			Specifications:			
			1. Scanner Type: Sheetfed 2. Output: Color, Black and White 3. Optical Resolution: up to 600dpi (color and monochrome) 4. Output Resolution: up to 1200dpi 5. Daily Duty Cycle: up to 6000 pages 6. Scan Speed: up to 50 ppm/100ipm 7. Scan Size: Legal 8. Scan File Format: For text & images: ePub 3.0, HTML 4.0, JPEG, Microsoft Excel/Powerpoint/Word, PDF, PNG, TIFF, Text (.txt), Rich Text (rtf), UNICODE Text, Windows Bitmap, WordPerfect, XML Document/Paper Specification and Searchable PDF 9. Scan Input Modes: Simplex/Duplex 10. Scanner Advanced Feature: Auto-color detect, auto-crop, auto-exposure, auto orient, OCR, zonal OCR, zonal barcode, edge removal, background cleanup, remove hole, color drop out, straighten the page, scan to cloud, scan to email, PDF security, misfeed detection advance setting, advanced misfeed detection, batch processing, barcode, scan to multiple destinations, Citrix Ready 11. Feeder: >= 70 sheets 12. Standard connectivity USB 2.0 and USB 3.0 (SuperSpeed) 13. Memory: At least 512 MB 14. Processor Speed: at least 550 MHz 15. Control Panel: 2-line 16 character per line LCD display, Simplex button, Duplex button, Cancel button, Power button with a LED and Tool button 16. Compatible Operating Systems: OS X El Capitan 10.11, Microsoft® Windows® 10, 8.1, 8, 7, XP: 32-bit or 64-bit			

			17. Connectivity: USB 2.0			
			18. Warranty & SLA: 1-year Hardware Warranty			
5.	40	Pcs.	UNINTERRUPTIBLE POWER SUPPLY (UPS)			
			Specifications:			
			1. Power Capacity: 650VA 360 Watts 2. Input/Output Voltage: 230V 3. Topology: Line Interactive 4. Output Connection: (4) NEMA Socket (Battery Backup) 5. Runtime: 3 MINUTES (180 Watts Load) 6. Resettable Circuit Breakers 7. AVR: With AVR 8. Recharge Time: 6-8 HOURS 9. Battery Type: Maintenance-free, sealed lead-acid battery, leak proof 10. Warranty: at least 1 year			
Total Approved Budget = P 2,750,000.00						


CELSON ARAO JR.
 BAC Chairperson

(Signature over printed name of Supplier/Bidder)

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office 02, Carig, Tuguegarao City

REQUEST FOR QUOTATION
Negotiated Procurement after Two Failed Biddings

Supply and Delivery of 40 Pieces Laptop Etc. (1 Lot) to be used for various Offices to support operations

RFQ No.: 23-01-0011

Date: January 17, 2023

Company Name: _____
Company Address: _____
Contact Person: _____
Contact No: _____

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be a basis for non-compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

May we also invite you to our **Negotiated Conference on January 25, 2023 – 10:00 A.M DSWD FO 02, Tuguegarao City Cagayan** prospective bidders may participate through video conferencing in a link which will be given on January 25, 2023

Please submit fully accomplished Annex A (Request for Price Quotation) on a sealed envelope together with the following on or before **February 1, 2023 – 10:00 A.M.:**

- 1) PhilGEPS Certification (Platinum)
- 2) DTI Business Registration/SEC Registration Certificate.
- 3) Mayor's Permit (Valid and Current).
- 4) BIR Certificate Registration/Tax Clearance.
- 5) Bid Security –
 - a. Bid Securing Declaration
 - b. Cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit (2% of ABC)
 - c. Surety Bond (5% of ABC)
- 6) Omnibus Sworn Statement

Terms and Conditions:

1. Award shall be made on total quoted price.
2. Quotation validity shall not be less than 30 calendar days.
3. Goods shall be delivered within 15 working days upon receipt of Notice to Proceed.
4. Place of delivery is DSWD Field Office 02, Carig, Tuguegarao City.
5. Terms of payment is through check within 30 calendar days upon final inspection and acceptance.
6. Liquidated Damages/Penalty: 1/10 of 1 percent of the contract price for every day of delay shall be imposed.
7. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
8. Indicate brand, model and country of origin, if applicable.

Very truly yours,


CELSON L. ARAO JR.
BAC Chairperson