



REQUEST FOR QUOTATION

Provision of **Office Equipment for CENRO – Pambujan**

PR No. 2020-02-013

1. The Government of the Philippines, through the General Appropriation Act (GAA) for FY 2020 under Fund 101 for (Shopping) the sum of **Three Hundred Thirty-five Thousand Pesos** & 00/100 (**Php335,000.00**) being the Approved Budget for the Contract (ABC) to payment under the Contract for the Provision of **Office Equipment for CENRO – Pambujan** for which this Request for Quotation is issued.
2. The Department of Environment and Natural Resources PENRO Northern Samar (DENR-PENRO, Northern Samar), hereinafter referred to as the “Purchaser” now requests you to submit price quotation for the Provision of **Office Equipment for CENRO – Pambujan** specified in Attachment 1.
3. Price/ Bid Quotation and a set of technical specifications for the items are provided in Attachment 1. All features of an item/s listed under the Purchaser’s Specifications must be complied with on a pass-fail basis. Failure to meet any one of the requirements may result in rejection of the quotation/bid. The total evaluated bid/quotation received in excess of the ABC shall be automatically rejected.
4. Bidding procedures will be conducted in accordance with the provision of the Implementing Rules and Regulations (IRR) of Republic Act 9184 as amended.
5. It is the intent of the Purchaser to evaluate the bid/quotation for each item separately, and award will be made to the bid/quotation or combination of bids/quotations resulting in the overall lowest cost. Bid/quotation for one or more or all items will be considered. Contract award will be made to the lowest evaluated quotation(s) meeting purchaser’s technical specifications.
6. Quotations / Bid Proposals must be delivered at the address below not later than 12:00 noon _____, Department of Environment and Natural Resources Brgy. Macagtas, Catarman, Northern Samar. Bid Opening shall follow or will be done during the BAC Bid Opening as scheduled. Late Bid Proposals/Quotations shall no longer be accepted.
7. Prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded. Bids/quotations may be typewritten or handwritten and may be placed in a sealed envelope marked “Provision of Office Equipment for CENRO – Pambujan” (PR No. 2020-02-013).
8. Bids/quotation shall be valid for sixty (60) calendar days from the deadline of submission of bids.
9. The delivery period shall be within **fifteen (15)** calendar days from receipt of the Purchase Order (PO). The supplier should inform the Purchaser (DENR-PENRO Northern Samar) at least three (3) days before the date of delivery. The delivery will be made only during working days and hours.
10. DELIVERY SITE: DENR-PENRO, Brgy. Macagtas, Catarman, Northern Samar
11. The applicable rate for the late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion of the contract for every day of delay. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of contract, the Purchaser shall rescind the contract without prejudice to other courses of action and remedies open to it.
12. The Purchaser (DENR-PENRO, Northern Samar) reserves the right to accept or reject any quotation, and to annul the bidding/shopping/small value procurement process or reject all quotations at any time prior to contract award, without thereby incurring a liability to the affected bidder/bidders. The Purchaser (DENR-PENRO, Northern Samar) reserves the right to waive minor deviations/defects or infirmities therein. A minor deviation/defect or infirmity is one that does not materially affect the overall performance and functionality of the equipment and the capability of the supplier to perform the contract.
13. The prospective bidders shall attach the following documents upon submission of the duly accomplished Quotation Form with Technical Specifications (Attachment 1) being offered:
 - a. Proof of PhilGEPS Registration, to include:
 - i. PhilGEPS Certificate Red & Blue Membership to submit Business Mayor’s Permit, DTI, BIR Registration & Tax Clearance/ Certificate of No Tax Liability issued by BIR; or
 - ii. PhilGEPS Platinum Membership with list of submitted legal documents at the PhilGEPS.
 - b. Brochures showing certifications of the product, if applicable.

PAQUITO P. DABUET
BAC Chairman
OIC, CENR Officer



QUOTATION FORM

Provision of **Catering Services for Refresher Training with Hands-On Application to Update COA Rules**

Date: 2-4-2020
 PR No.: 2020-02-013

The BAC Chairman
 Department of Environment and Natural Resources
 DENR-PENRO, Northern Samar

- 1) Having examined the subject Request for Quotation (RFQ) including the Technical Specifications, we, the undersigned offer to supply and deliver the following items (with our unit price and total price).

Item	Purchaser's Specifications / Description	Bidder's Specifications (Please specify country of Origin, Brand and Model)	Quantity	Unit	Unit Price	Total Price
1		Printer	5	unit		
		Functions: Print, Scan, Copy, Fax				
		Printer Type: Inkjet Printer				
		Product Dimensions: 435mm x 380mm x 195mm				
		Print Speed: 12/10 ipm				
		Paper Type: Plain, Inkjet, Glossy (cast/resin)				
		Paper Size: A4, Letter, A5, A6, Envelopes, Photo, Index Card				
		Maximum Paper Capacity: 150 Sheets (80gsm)				
2		Dot Matrix Printer	2	unit		
		Narrow carriage 9-pin SIDM				
		High 357 CPS print speed at 12CPI				
		10,000 power on hour MTBF				
		USB, Serial and Parallel ports				
3		Total station surveying instrument	1	unit		
		Specs:				
		Angle Measurement Measurement Method: Absolute Encoding Minimum Readout: 1"/5"/10"(0.3mgon/1.5mgon/3mgon) adjustable Accuracy1 : 2"				
		Distance Measurement (ZTS-360 with Reflector) Single Prism: 3000m (9,842ft.) Under good condition3 Three Prisms: 6000m (19,685ft.) Under good condition3 Reflective Sheet: 800m (2,624 ft.) Accuracy: 2 mm +2ppm Measuring Time (Fine/ Tracking): 0.8s/0.3s				
		Distance Measurement(ZTS-360R Reflectorless) Reflectorless2 Range: 0.3 ~ 600m(0.98 ~ 1968 pies) Single Prism: >7500m (24,606ft.) Accuracy: 3mm+2ppm Measuring Time: 1.5s				
		Telescope Magnification: 30X Field of View: 1°30' (2.7m at 100m) Minimum Focusing Distance: 1.5m Reticle: Illuminated				
		Communication Bluetooth Interface: Standard RS232, USB, mini-B Internal Data Memory: Approx. 20,000 Points, default 8G USB pen drive Data Format: ASCII				



Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE
 Brgy. Macagtas, Catarman, Northern Samar

Revised Quotation form as of March 2016

Item	Purchaser's Specifications / Description	Bidder's Specifications (Please specify country of Origin, Brand and Model)	Quantity	Unit	Unit Price	Total Price
		Total station surveying instrument				
		Specs:				
		Operation Operation system: Real-time Operating System Display: High resolution backlight black and white display with contrast adjustment/ Graphics: 192 x 96 pixels Keyboard: 2 sides Alphanumeric backlit crystal keyboard Trigger key: On right instrument support				
		Laser Plummet Type: Laser point, 4 brightness levels adjustment / Optical plummet (optional) Centering Accuracy: 1 mm at 1.5m instrument height				
		Power Supply Battery Type: Rechargeable Li-ion battery Voltage/Capacity: ZBA-400: 7.4V (DC) / 3400mAh Operating Time With ZBA-400: Optimal 20 hours 4 (Continuous angle and distance measurement every 30 seconds) / 10 hours (typical) Measuring Times: Approx. 12000 times				
		Physical Weight (without battery): Approx. 3.7kg (8.38lb.) Size: 300mm x 150mm x 150mm(HxWxD)				
		Environmental Meteorological parameter modification: Manually(T-P sensor is optional) Operating Temperature: -20°C ~ + 50°C (-4°F to +122°F) Storage Temperature: -25°C ~ + 70°C (-13°F to + 158°F) Dust&Water Proof (IEC60529 Standard)/Humidity: IP66, 95%, non-condensing				
		Case Small and lightweight Only weighs 950g Measures Diameter 153mm x Height				
		Multi-constellation Tracking 220 tracking channels Supports GPS, GLONASS, GALILEO, BDS, SBAS NGS approved full-band GNSS antenna				
		Smart Application Offers tilt survey with a maximum tilt angle of 30 degrees. Supports electronic bubble calibration The internal NFC module makes Bluetooth communication quick and easy. Intelligent voice assistance guides field operations. Voice can be DIY. Standard Rinex data and HI-TARGET raw data recorded simultaneously.				
		Optional Transceiver UHF Radio The transceiver UHF radio enables switchable working modes between base and rover. Three types of internal UHF radio provide different frequencies based on users requirements. The Pacific Crest TrimTalk© internal UHF radio is compatible with other radios.				



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Item	Purchaser's Specifications / Description	Bidder's Specifications (Please specify country of Origin, Brand and Model)	Quantity	Unit	Unit Price	Total Price
		Total station surveying instrument				
		Specs:				
		Multi-network Connection Supports GPRS, GSM and WCDMA Supports WIFI				
		Powerful Battery Powered by high-capacity (5000mAh) Li-ion battery to ensure full day operation				
		Rugged Design IP67 dustproof and waterproof Able to survive a 3-meter natural fall onto concrete				

- 2) We undertake, if our quotation or bid is accepted, to deliver the above items within the _____ (___) calendar day delivery period from receipt of Purchase Order (PO).
- 3) We agree to abide by this quotation/bid for a period of sixty (60) days after the deadline of submission specified in your RFQ.
- 4) We understand that payment for items delivered will be made to the winning supplier after the inspection of and acceptance of services delivered.

Name of Company: _____

Address: _____

Tel. & Fax Nos. : _____

Authorize representative: _____

Signature over printed name: _____

Designation: _____