



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF AGRICULTURE  
PHILIPPINE COCONUT AUTHORITY  
REGION I, II and CAR

Brgy. Tebag East, Sta. Barbara, Pangasinan  
Tel. Nos.: (075) 5291-834  
[pcaregion1.2car@gmail.com](mailto:pcaregion1.2car@gmail.com) / [NorthLuzon@pca.gov.ph](http://NorthLuzon@pca.gov.ph)

**REQUEST FOR QUOTATION**

Date: October 29, 2024  
RFQ No.: RFQ-RO1-24-10-0006

The Philippine Coconut Authority Regions I, II & CAR through its Regional Bids and Awards Committee (RBAC), intends to procure **SUPPLY & DELIVERY OF VARIOUS ICT EQUIPMENT** with a total Approved Budget for the Contract amounting to **EIGHT HUNDRED SIXTY-EIGHT THOUSAND FIVE HUNDRED PESOS (Php868,500.00)** in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of the Republic Act No. 9184.

Please submit your quotations/proposals duly signed by you or your duly authorized representative for the item described herein, subject to the Terms and Conditions and Technical Specifications attached in this Request for Quotation (RFQ). The procurement period covers from **OCTOBER 28 to NOVEMBER 4, 2024**.

A copy of your **Mayor/Business Permit and PhilGEPS Registration Certificate** are also required along with your quotation/proposal. Quotation with the aforesaid documentary requirements shall be submitted in a sealed envelope either manually or through mailing at the address indicated below **not later than NOVEMBER 4, 2024, 9:00 AM**. Evaluation of offer/s will be on **NOVEMBER 4, 2024 1:30 PM**.

For any clarification, please feel free to contact Mr. Mark Kevin Q. Tugade, CS-Supply Officer I at tel. no/s. (075) 5291-834 or email at [NorthLuzon@pca.gov.ph](mailto:NorthLuzon@pca.gov.ph)

**(SGD.) CHRICEPT T. VILORIA, Ph.D.**  
Chairman, Procuring Committee

Philippine Coconut Authority  
Regions I, II & CAR  
Brgy. Tebag East, Sta. Barbara, Pangasinan  
Email Address: [NorthLuzon@pca.gov.ph](mailto:NorthLuzon@pca.gov.ph)

## QUOTATION/ PROPOSAL

Date: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Address: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

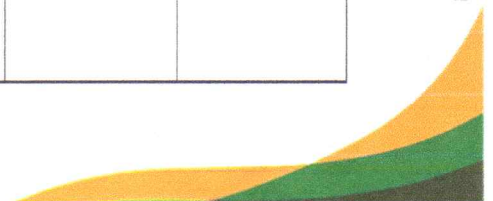
Business Permit No.: \_\_\_\_\_

Tax Identification No.: \_\_\_\_\_

PhilGEPS Registration Number: \_\_\_\_\_

**Quotation/ Proposal** (please indicate the kind of goods with the total bid amount and any other related offer):

Quantity	Unit	Item Description	ABC	Unit Cost (Php)	Total Cost (Php)
1	unit	<b>Check/Cheque Printer</b> <u>Technical Specification</u> a. Printer Type: Inkjet Photo Printer b. Print Resolution: Up to 4800 x 1200 dpi c. Print Speed: - Black: 7 ipm (images per minute) - Color: 4.8 ipm d. Paper Size: A4, A5, Letter, Legal, Envelopes, etc. e. Paper Capacity: 100 sheets (plain paper) f. Interface: USB 2.0 g. OS: Windows, Mac OS X h. Dimensions: 445 x 250 x 130 mm (W x D x H) Weight: 4 kg i. Power Consumption: 16W (printing), 1.4W (Standby) j. Compatibility: - Windows XP/ Vista/ 7/ 8/ 10 - Mac OS X 10.4.11 or later	6,500.00		
1	unit	<b>WiFi Printer</b> <u>Technical Specification</u> a. Printer Type: Inkjet Multifunction Printer b. Print Resolution: 4800 x 1200 dpi c. Print Speed: - Black: 7.7 ipm (images per minute) - Color: 4 ipm d. Paper Size: A3, A4, A5, Letter, Legal, Envelopes (DL, COM10), etc. e. Paper Capacity: Input Tray: 100 sheets (plain paper) Output Tray: 50 sheets (plain paper) Supported Paper Weights: - Plain Paper: 64-105 g/m <sup>2</sup> - Photo Paper: 300-350 g/ m <sup>2</sup> f. WiFi Connectivity: - Connectivity Modes: WiFi, USB 2.0 - Connectivity Protocols: IEEE 802.11b/g/n g. Functions: Scan Resolution: 600 x 1200 dpi Copy Function: Up to 20 copies Print Functions: Photo printing, document printing h. 4-color CISS (Continuous Ink Supply System) i. Dimensions: 445 x 250 x 130 mm (W x D x H) Weight: 4.3 kg j. Power Consumption: 10W (printing), 1.4W (Standby) k. Compatibility: - OS: Windows XP/ Vista/ 7/ 8/ 10 - Mac OS X 10.6.8 or later	50,000.00		
16	unit	<b>Laptop</b> <u>Technical Specification</u> a. Processor: Intel Core i7-1255U b. Graphics: Integrated Intel Iris Xe Graphics c. Memory: 8GB Soldered DDR4-3200 + 8GB SO-DIMM DDR4-3200 d. Storage: 512GB SSD M.2 2242 PCIe 4.0x4 NVMe	800,000.00		



		<p>e. Display: Size: 15.6 to 17.0 inches</p> <p>f. Battery Life: Battery: Integrated 38Wh up to 54Wh Power Adapter: 65W Round Tip (3-pin)</p> <p>g. Connectivity: WiFi: WiFi 6, 11ax 2x2 + BT5.1 Ports:  <ul style="list-style-type: none"> <li>- 1x Card reader</li> <li>- 1x HDMI 1.4b</li> <li>- 1x Headphone/mic combo jack (3.5mm)</li> <li>- 1x Power connector</li> <li>- 1x USB 2.0</li> <li>- 1x USB 3.2 Gen 1</li> <li>- 1x USB-C 3.2 Gen 1 (support data transfer, Power Delivery and Display Port 1.2)</li> </ul> </p> <p>h. OS: Windows 11 Home Single Language, English</p> <p>i. Camera: HD 720p with Privacy Shutter</p> <p>j. Dimensions and Weight: Dimensions: 359.2 x 236.5 x 19.9 mm (14.14 x 9.31 x 0.78 inches) Weight: Starting at 1.63 kg (3.59 lbs)</p>			
2	unit	<p><b>Web-cam with microphone</b> <u>Technical Specification</u></p> <p>a. Resolution: Full HD 1080, 1920*1080 Pixels up</p> <p>b. Lens Type: Full HD Glass Lens</p> <p>c. Viewing Angle: 70 Degrees</p> <p>d. System Requirements:  <ul style="list-style-type: none"> <li>- Windows 7, 8, 8.1, 10 or later</li> <li>- Mac OS 10.10 or later</li> <li>- Linux OS 2.6 or later</li> <li>- Chrome OS 6.0 or later</li> <li>- Android V6.0 or later</li> </ul> </p>	4,000.00		
1	unit	<p><b>Professional Gooseneck Conference Mic Wireless 4pcs)</b> <u>Technical Specification</u></p> <p>a. Frequency Band: UHF (Ultra High Frequency)</p> <p>b. Channels: 4-channel system</p> <p>c. Microphone Type: Gooseneck condenser microphones</p> <p>d. Wireless Range: Up to 165 feet</p> <p>e. Volume Control: Independent channel volume adjustment</p> <p>f. Display: Digital LCD with frequency readout</p> <p>g. Power Supply: Battery-operated (requires AA batteries) Additional Features: Mute button, battery level indicators, and mobile anti-interference cartridge1</p>	8,000.00		
<b>Total</b>			<b>868,500.00</b>	<b>Total</b>	

**Attachments:**

Mayor/Business Permit

PhilGEPS Registration Certificate

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Office Telephone/Fax No.

\_\_\_\_\_  
Mobile No.

\_\_\_\_\_  
Email Address



## INSTRUCTIONS

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way.
3. All Technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
4. Failure to follow instructions will disqualify your entire quotation.

### Technical Specifications

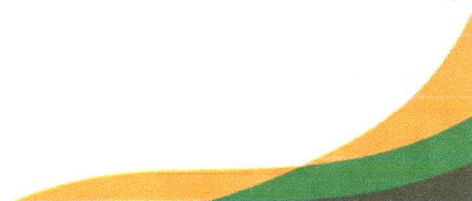
Unit	Item Description	Quantity	Statement of Compliance (please indicate "comply" or "not comply")
unit	<b>Check/Cheque Printer</b> <u>Technical Specification</u> k. Printer Type: Inkjet Photo Printer l. Print Resolution: Up to 4800 x 1200 dpi m. Print Speed: - Black: 7 ipm (images per minute) - Color: 4.8 ipm n. Paper Size: A4, A5, Letter, Legal, Envelopes, etc. o. Paper Capacity: 100 sheets (plain paper) p. Interface: USB 2.0 q. OS: Windows, Mac OS X r. Dimensions: 445 x 250 x 130 mm (W x D x H) Weight: 4 kg s. Power Consumption: 16W (printing), 1.4W (Standby) t. Compatibility: - Windows XP/ Vista/ 7/ 8/ 10 Mac OS X 10.4.11 or later	1	
unit	<b>WiFi Printer</b> <u>Technical Specification</u> l. Printer Type: Inkjet Multifunction Printer m. Print Resolution: 4800 x 1200 dpi n. Print Speed: - Black: 7.7 ipm (images per minute) - Color: 4 ipm o. Paper Size: A3, A4, A5, Letter, Legal, Envelopes (DL, COM10), etc. p. Paper Capacity: Input Tray: 100 sheets (plain paper) Output Tray: 50 sheets (plain paper) Supported Paper Weights: - Plain Paper: 64-105 g/m <sup>2</sup> - Photo Paper: 300-350 g/ m <sup>2</sup> q. WiFi Connectivity: - Connectivity Modes: WiFi, USB 2.0 - Connectivity Protocols: IEEE 802.11b/g/n r. Functions: Scan Resolution: 600 x 1200 dpi Copy Function: Up to 20 copies Print Functions: Photo printing, document printing s. 4-color CISS (Continuous Ink Supply System) t. Dimensions: 445 x 250 x 130 mm (W x D x H) Weight: 4.3 kg u. Power Consumption: 10W (printing), 1.4W (Standby) v. Compatibility: - OS: Windows XP/ Vista/ 7/ 8/ 10 Mac OS X 10.6.8 or later	1	
unit	<b>Laptop</b> <u>Technical Specification</u> k. Processor: Intel Core i7-1255U l. Graphics: Integrated Intel Iris Xe Graphics m. Memory: 8GB Soldered DDR4-3200 + 8GB SO-DIMM DDR4-3200 n. Storage: 512GB SSD M.2 2242 PCIe 4.0x4 NVMe o. Display: Size: 15.6 to 17.0 inches p. Battery Life: Battery: Integrated 38Wh up to 54Wh Power Adapter: 65W Round Tip (3-pin) q. Connectivity: WiFi: WiFi 6, 11ax 2x2 + BT5.1	16	





	<p><b>Ports:</b></p> <ul style="list-style-type: none"> <li>- 1x Card reader</li> <li>- 1x HDMI 1.4b</li> <li>- 1x Headphone/mic combo jack (3.5mm)</li> <li>- 1x Power connector</li> <li>- 1x USB 2.0</li> <li>- 1x USB 3.2 Gen 1</li> <li>- 1x USB-C 3.2 Gen 1 (support data transfer, Power Delivery and Display Port 1.2)</li> </ul> <p>r. OS: Windows 11 Home Single Language, English</p> <p>s. Camera: HD 720p with Privacy Shutter</p> <p>t. Dimensions and Weight: Dimensions: 359.2 x 236.5 x 19.9 mm (14.14 x 9.31 x 0.78 inches) Weight: Starting at 1.63 kg (3.59 lbs)</p>		
unit	<p><b>Web-cam with microphone</b></p> <p><u>Technical Specification</u></p> <p>e. Resolution: Full HD 1080, 1920*1080 Pixels up</p> <p>f. Lens Type: Full HD Glass Lens</p> <p>g. Viewing Angle: 70 Degrees</p> <p>h. System Requirements:</p> <ul style="list-style-type: none"> <li>- Windows 7, 8, 8.1, 10 or later</li> <li>- Mac OS 10.10 or later</li> <li>- Linux OS 2.6 or later</li> <li>- Chrome OS 6.0 or later</li> </ul> <p>Android V6.0 or later</p>	2	
unit	<p><b>Professional Gooseneck Conference Mic Wireless 4pcs)</b></p> <p><u>Technical Specification</u></p> <p>h. Frequency Band: UHF (Ultra High Frequency)</p> <p>i. Channels: 4-channel system</p> <p>j. Microphone Type: Gooseneck condenser microphones</p> <p>k. Wireless Range: Up to 165 feet</p> <p>l. Volume Control: Independent channel volume adjustment</p> <p>m. Display: Digital LCD with frequency readout</p> <p>n. Power Supply: Battery-operated (requires AA batteries)</p> <p>Additional Features: Mute button, battery level indicators, and mobile anti-interference cartridge1</p>	1	

\_\_\_\_\_  
Signature over Printed Name



### General Terms and Conditions

1. Bidders shall provide correct and accurate information required in the forms.
2. Price quotations must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation which complies with the technical specifications, schedule of requirements and terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or your duly authorized representative.
7. The PCA Regions I, II & CAR RBAC shall have the right to inspect the goods to confirm their conformity to the technical specifications once delivered.
8. All items should be delivered in 5 (5) working days after signing of Purchase Order.
9. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The PCA Regions I-III & CAR may rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

\_\_\_\_\_  
Signature over Printed Name

