



DECEMBER 1, 2020

REQUEST FOR QUOTATION

The Bangsamoro Attorney General's Office, Bangsamoro Autonomous Region in Muslim Mindanao (BAGO-BARMM), through its Bids and Awards Committee, intends to **procure office equipment** with an Approved Budget for the Contract (ABC) in the total amount of **Three Hundred Ninety-five Thousand Pesos (PHP 395,000.00)**.

The procurement will be undertaken in accordance with **Sec. 53.9. Negotiated Procurement under Small Value Procurement** of the 2016 Implementing Rules and Regulations of Republic Act No. 9184.

As such, we are inviting for qualified bidders to submit their quotation/proposal duly signed by the owner or its duly authorized representative not later than **December 4, 2020 (Friday), 9:00 a.m.** Kindly fill in the RFQ form attached hereto and marked as Annex "A".

Prospective bidders who will submit a proposal with the lowest calculated and responsive bid shall be selected. A copy of your **Mayor's/Business Permit, PhilGEPS Registration No., and Omnibus Sworn Statement** are also required to be submitted along with your quotation.

Open quotations may be submitted at the Bangsamoro Attorney General's Office, Bangsamoro Government Center, Cotabato City.

(Sgd.)

ATTY. BADR E. SALENDAB
Chairperson, Bids and Awards Committee

TERMS OF REFERENCE

Procurement of Office Equipment for the Bangsamoro Attorney General's Office

I. SCOPE OF SERVICE

The service provider should be able to provide the following office equipment:

1. 5 Units of Computer Sets

Specs:

Intel Core i5-9400, 8 gb RAM, 1 TB HDD GTX1050-2 Gb
Windows 10 Home, 19" Monitor, Speaker and Mouse pad

2. 1 unit Scanner

Specs:

Paper Feeder Colored High Volume

3. 1 unit projector

Specs:

XGA (1024 x 768) - Contrast Ratio 20,000:1 - Standard Mode Brightness Up to 4000 lm - Normal Mode Lamp Life 6000 Hour - Weight (Approximate) 2.80 kg

4. 2 units biometric finger scanner

Specs:

1.500 Faces, 2,000 Fingerprints, 100.000 Records and 2.000 Cards (Optional).

Multi-languages.

Communication: TCP/IP, USB-Host, Wi-Fi (Optional).

High verification speed.

Professional firmware and platform make it more flexible.

Intuitive and stunning UI design.

Standard function: SMS,DST,Scheduled-bell, Self Service Qquery, Automatic status switch, T9 input, Photo ID,Camera, Multi verification, RS232 Printer, 3rd party electronic lock, exit button,Alarm.

5. Sofa set

Specs:

Four seater leather

6. Book shelves
Specs

Wooden bookshelves

PRODUCT DIMENSIONS:

Width: 80cm

Depth: 40cm

Height: 190cm

II. APPROVED BUDGET FOR THE CONTRACT

The service provider shall bid for all items described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract (ABC) in the amount of Three Hundred Ninety-five Thousand Pesos (PHP 395,000.00).

III. MODE OF PAYMENT

The mode of procurement of office equipment shall be undertaken in accordance with Section 53.10 of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.

IV. PAYMENT SCHEME

The payment will be in accordance with Annex D Section 4.3 of RA 9184 and through send bill arrangement.

GENERAL TERMS AND CONDITIONS:

1. All prices shall be VAT inclusive.
2. All quotations shall be written with the company's letterhead.
3. Defective items shall be replaced within 30 days from the date of delivery as acknowledged by the BAGO-BARMM.
4. Delivery shall be made on or before December 10, 2020.
5. Payment shall be prepared upon completion of deliveries and receipt of the supplier's Statement of Account, subject to deduction of applicable taxes.

INSTRUCTIONS TO BIDDERS:

1. Completely fill out the Price Quotation Form (Annex A), technical specification/brand (if applicable), unit / total price and Supplier/Bidder's information. Do not forget to sign the Price Quotation Form.

“ANNEX A”

PRICE QUOTATION FORM

ATTY. BADR E. SALENDAB

Chairperson, Bids and Awards Committee
BAGO-BARMM, Cotabato City

Dear **Chairperson Salendab**:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed the Instructions to Bidders specified in the Terms of reference, hereunder is our quotation/s for the item/s as follows:

No.	Description	Quantity	Unit Price	Total Price
1.	Computer Sets Specs: Intel Core i5-9400, 8 gb RAM, 1 TB HDD GTX1050-2 Gb Windows 10 Home, 19” Monitor, Speaker and Mouse pad	5		
2.	Printer: Print speed up to 12/6 ipm/ 1 line LCD Display, 150 sheet paper tray capacity & manual feed slot, Print resolution up to 1,200 x 6000 dpi, Optical scan resolution up to 1200 x 2400 dpi	2		
3.	projector Specs: XGA (1024 x 768) - Contrast Ratio 20,000:1 - Standard Mode Brightness Up to 4000 lm - Normal Mode Lamp Life 6000 Hour - Weight (Approximate) 2.80 kg	1		

4.	<p>biometric finger scanner Specs:</p> <p>1.500 Faces, 2,000 Fingerprints, 100.000 Records and 2.000 Cards (Optional). Multi-languages. Communication: TCP/IP, USB-Host, Wi-Fi (Optional). High verification speed. Professional firmware and platform make it more flexible. Intuitive and stunning UI design. Standard function: SMS,DST,Scheduled-bell, Self Service Qquery, Automatic status switch, T9 input, Photo ID,Camera, Multi verification, RS232 Printer, 3rd party electronic lock, exit button,Alarm.</p>	2		
5.	<p>Sofa set Specs:</p> <p>Four seater leather</p>	1		
6.	<p>Book shelves Specs</p> <p>Wooden bookshelves</p> <p>PRODUCT DIMENSIONS: Width: 80cm Depth: 40cm Height: 190cm</p>	1		
TOTAL				

Name of Authorized Representative

Signature

Date

Bidder/Supplier's Information:

Company Name: _____

Address: _____

Tel/Fax No.: _____

Email Address: _____

PhilGEPS Reg'n Cert. No.: _____

PhilGEPS Reg'n valid until: _____

Mayor Permit/Business Permit: _____

BIR Registration: _____