



Bid Notice Abstract

Request for Proposal (RFP)

Reference Number 11632415
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Office Equipment
Area of Delivery

Solicitation Number:	RFQ-NP-SVP 2024-12-0428	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Information Technology	Date Published	24/12/2024
Approved Budget for the Contract:	PHP 209,098.62	Last Updated / Time	23/12/2024 17:57 PM
Delivery Period:		Closing Date / Time	27/12/2024 10:00 AM
Client Agency:			
Contact Person:	MAITA SUMOGAD DANTE AA III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 msdante@tourism.gov.ph		

Description

TECHNICAL SPECIFICATION

I. PROJECT Procurement of Office Equipment

II. PURPOSE 1 OBJECTIVE:

The office under the Department of Tourism Financial and Management Service (FMS) is in need of various supplies and equipment to be used in the performance of their daily duties.

III. MINIMUM REQUIREMENTS:

Supplier must be PHILGEPS-registered

IV. SCOPE OF WORK 1 DELIVERABLES:

a) Multi-Function Printer Specifications:

Functions: Print, Scan, Copy

Auto Document Feeder Up to 50 ppm

Scan Resolution: up to 600 dpi

Paper Size: up to A3 size

Automatic Duplex Printing

Wired, Wireless and Mobile Printing

Connectivity: LAN, Wireless LAN, USB 2.0

Packaged with 5 ink set

Quantity: 2 units

b) Portable External Solid State Drive Specifications:

Storage Capacity: 1 TB

Quantity: 8 units

c) Projector

Specifications:

Native XGA Resolution

HDMI Connectivity

Wide 30" to 350"

Quantity: 1 unit

d) Uninterrupted Power Supply (UPS) Specifications:

Nominal Output Voltage: 230V

4 to 6 outlets

Quantity: 10 units

e) Flash Drive

Specifications:

Storage Capacity: 64gb

USB 3.0

Quantity: 17 units

V. PROJECT COST:

The total approved budget for the abovementioned deliverables is TWO HUNDRED NINE THOUSAND NINETY EIGHT PESOS AND 62/100 CENTAVOS (Php209,098.62) ONLY, inclusive of all applicable taxes and fees, and should cover all requirements enumerated above.

Note: The winning bidder shall be determined based on the proposal with the most advantageous package cost, provided that the amount of bid does not exceed the above total budget.

VI. MODE OF PAYMENT

Government Procedure (Send-bill arrangement)

VII. DELIVERY

- Delivery period: At least ten (10) calendar days upon receipt of funded Purchase Order
- Delivery address: 351 The New DOT Bldg., Sen. Gil Puyat Ave., Makati City

VIII. CONTACT PERSON

Contact Person: Sarah Jane S. Villaverde

Address: 351 Sen Gil Puyat Avenue, Makati City 8459 5200 local 414

Contact Number Email Address: ssvillaverde@tourism.gov.ph

Other Information

In addition to the Proposal/Quotation, kindly submit the following Eligibility Requirements:

1. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area, In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.
2. PhilGEPS Registration Number
3. Latest Income/Business Tax Return (For ABC above Php500, 000.00)
4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kindly submit your quotations together with your eligibility requirements to msdante@tourism.gov.ph on or before 27 December 2024 at 10:00 A.M. Late and unsigned quotations shall not be accepted.

Created by MAITA SUMOGAD DANTE

Date Created 23/12/2024

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