



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11803882
Procuring Entity DEPARTMENT OF TOURISM - NCR
Title SUPPLY AND DELIVERY OF ICT / OFFICE EQUIPMENT FOR PRODUCT AND MARKET DEVELOPMENT UNIT
Area of Delivery Metro Manila

Solicitation Number:	DOT-NCR-2025-02-004	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Information Technology		
Approved Budget for the Contract:	PHP 100,000.00	Document Request List	0
Delivery Period:	1 Day/s		
Client Agency:		Date Published	25/02/2025
Contact Person:	Lawrence Jacosalem Alcantara Supply Officer 7840 Makati Avenue, Brgy. Poblacion Makati City Metro Manila Philippines 63-8-4595200 Ext.212 63-8-5533530 dotncr.bac@tourism.gov.ph	Last Updated / Time	24/02/2025 16:16 PM
		Closing Date / Time	28/02/2025 08:00 AM

Description

I. OBJECTIVES:

In order to properly execute the functions of the unit which are critical in the implementation of programs and projects, the Product and Market Development Unit (PMDU) would like to request for two (2) units of laptop for the purpose of the following:

- ☐ Attendance to conferences and meetings outside the office;
- ☐ Ease of fulfilling essential job responsibilities in any place of assignment or field work;
- ☐ Increase in productivity and efficiency of personnel.

II. SPECIFICATIONS / DELIVERABLES

- ☐ DELIVERY TERM: - 10-15 working days upon receipt/signing of PO
- ☐ PLACE OF DELIVERY - DOT-NCR Regional Office , 7840 Makati Ave, Brgy. Poblacion, Makati City

LAPTOP

Number of units: Two (2)
 Cost per unit: Php 50,000.00
 Total: Php 100,000.00
 - Processor 12th Gen Intel Core i5-1334U

- Operating System Windows 11
- Memory 16 GB - Hard Drive 512 GB
- Display Type Not less than 13", FHD (1920x1080), Anti-Glare, 45% NTSC, 250 nits
- Graphics Intel Iris XE Graphics
- AC Adapter Black (3 pin) – US - Warranty 1 year onsite
- Camera HD with Dual Array Microphone
- Keyboard English - WLAN Realtek Wi-Fi 6 (1x1) and Bluetooth
- Battery 3 Cell Li-Polymer 45Wh
- Microsoft Office (Word, Excel, and PowerPoint) 2021
- Laptop Bag
- Wireless mouse
- With at least two USB ports and HDMI port

b Minimum Requirements for Suppliers:

- a) Bidder must submit the Image, name, and Technical Specifications of the Unit.
- b) Computer or ICT Store legally operating within Metro Manila
- c) Rates should include all applicable taxes and delivery fee
- d) Must be willing to provide services on a send-bill arrangement/government procedure

Documentary Requirements to be Submitted:

- ☐ Valid Mayor's Business Permit
- ☐ PHILGEPS Membership
- ☐ Omnibus Sworn Statement

Approved Budget for the Contract (ABC):

Php 100,000.00

Pesos : One Hundred Thousand Only

* inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges net upon completion of the project and delivery of all requirements as agreed upon.

Government procedure and subject to appropriate government taxes

Contact Persons:

Ms. Jenny Anne Paul D. Gatus – jdgatus@tourism.gov.ph /

Other Information

Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in three (3) original sets IN A SEALED ENVELOPE to this office address:

DOT NCR BAC SECRETARIAT

Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat

7840 Makati Avenue, Poblacion, Makati City

Note: Deadline of submission is on February 28, 2025 @ 8am

Created by Lawrence Jacosalem Alcantara

Date Created 24/02/2025

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