



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF CIVILIAN SECURITY

31 August 2023

REQUEST FOR QUOTATION OF PRICES

Sir/Madam:

Please submit your formal and detailed lowest price of quotation form/letter for the following items individually described below, subject to the following conditions:

1. Formal Quotations submitted to this office will be considered final offer. In the event that the price is acceptable, a properly accomplished and approved PURCHASE ORDER or JOB ORDER will be served to the supplier/contractor. The delivery date will be indicated in the Purchase/Job Order.
2. The Department hereby reserves the right to reject any/all offers; and accept any/all offers it may consider most economical and advantageous to the Government.
3. Goods/Services supplied and delivered shall be subject to the usual inspection by the Departments Internal Auditor or duly authorized representative; and
4. Payment will only be effected by strict compliance with the usual prescribed accounting and auditing requirements.
5. To ensure that all the requirements were met, check the boxes "yes" – if complied, or "no" – if not complied, on the Technical Specifications Checklist.
6. Deadline for Submission of Quotation: 05 September 2023, 12:00 NN

Quantity	Unit	Particulars	Complied		Unit Price	Total Amount (VAT Inclusive)
			YES	NO		
4	Unit	LAPTOP Technical Specifications: Processor (CPU): Cores= 4 or higher; Max. Turbo Frequency= 4.50 GHZ or higher				
		Memory: 16GB or 32 GB				
		Primary Storage: 500GB Solid State Drive (SSD)				
		Secondary Storage: 1 TB 7200RPM 2.5" SATA HDD				
		OS: At least Windows 10 Pro, 64-bit or Windows 11 Pro, 64 bit				
		NOTHING FOLLOWS				
					Approved Budget Contract (ABC)	PHP 199,960.00

COMPANY NAME / SUPPLIER :

ADDRESS :

Email :

  
**HALLEY C. TALBO**  
Canvasser/Property Officer