



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF THE UNDERSECRETARY FOR CIVILIAN SECURITY
AND CONSULAR AFFAIRS

REQUEST FOR QUOTATION

07 June 2024

Dear Sir / Madam:

The Department of Foreign Affairs – Office of the Undersecretary for Civilian Security and Consular Affairs intends procure desktop computers and external hard drive with the following technical specifications:

UNIT	QUANTITY	DESCRIPTION
pcs	5	1TB external hard drive
set	2	Desktop computer Specifications: Processor (CPU) : 6 core 12 threads, 2.6 GHz with 4.4 GHz turbo, 65W TDP or higher Memory: 16 GB Primary Storage: 512GB Solid State Drive (SSD) Secondary Storage: 1 TB 7200RPM 3.5" SATA HDD OS: Windows 11 Pro, 64-bit "Note: for compatibility with the Department existing security system". Monitor - at least 21.5" frame monitor USB Wireless keyboard and mouse

TERMS AND CONDITIIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. The Approved Budget for the Contract is **PhP 120,000.00.**
3. Price quotation/s to be denominated in Philippine pesos shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be automatically disqualified.
5. Bidders shall comply with the Technical Specifications/Terms of Reference

6. Award of the contract shall be made to the lowest quotation which complies with the requirements and other terms and conditions stated herein.
7. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representatives.
8. Deadline of submission is on **12 June 2024.**

Please quote your best offer and submit the duly signed quotation, subject to the Terms and Conditions provided.

For inquiries / clarifications, please contact the undersigned at netteperalta.oucsca@gmail.com



MARIA ANTONETTE D. PERALTA
Property Officer

COMPANY NAME / SUPPLIER:
Email address:
Mobile No.:
Address: