



REQUEST FOR QUOTATION

Date: January 27, 2025
RFQ No.: RFQ-2025-008

Company/Business Name: _____
Address: _____
TIN: _____


The Philippine Tax Academy, through its Bids and Awards Committee (BAC), intends to procure **Executive Laptops, Tablet PCs and Accessories** thru **Section 53.9 (Negotiated Procurement – Small Value Procurement)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item/s described herein, subject to the Terms and Conditions provided on this Request for Quotation (RFQ). Submit your quotation duly signed by you and your duly authorized representative not later than the deadline on **3 February 2025 at 08:00 A.M.**


MA. LUISA M. NOTARIO
Director IV

Lot #	Unit	Quantity	Article/Merchandise/Specification	Unit Price	Approved Budget for the Contract (ABC)
1	lot	9	Executive Laptops	₱ 71,000.00	₱ 639,000.00
2	lot	3	Tablet PCs	₱ 50,000.00	₱ 150,000.00
3	lot	1	Accessories:		
	piece	8	Wireless Ergonomic Mouse	₱ 3,000.00	₱ 24,000.00
	piece	17	USB-C All-in-One Adapter Port	₱ 2,000.00	₱ 34,000.00
	piece	8	Laptop Sleeve	₱ 1,000.00	₱ 8,000.00
	piece	14	Digital Pen	₱ 7,500.00	₱ 105,000.00
			Kindly see and fill-out the attached "Annex A" for Technical Specifications and compliance		
			Note: The following documents are also required to be submitted along with your quotation on the specified deadline above: 1. Latest copy of Mayor's / Business Permit 2. PhilGEPS Registration Number 3. Latest Annual Income / Business Tax Return 4. Notarized Omnibus Sworn Statement (OSS) to be submitted upon receipt of approved Purchase Order (PO) ***Nothing Follows***		
			Total		₱ 960,000.00

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s above articles/merchandise.

Canvassed by: 
Melquiades DC Castillo
Chief Administrative Officer



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	piece	14	Digital Pen		
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Canvassed by:

Melquiades DC Castillo
Chief Administrative Officer

Signature over Printed Name

Position/Designation

Office Telephone/Fax/Mobile Nos.

Email address/es

Annex A

Technical Specifications	
Project Title:	Procurement of Executive Laptops, Tablet PCs and Accessories
Approved Budget for the Contract (ABC):	Php 960,000.00
<p><i>Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification". Statement of "comply" or any equivalent term must be supported by evidence in a Bidder's Bid and cross-referenced to that evidence (if applicable)</i></p>	
Specification	Bidder's Statement of Compliance
<p>Lot 1: Executive Laptops</p> <p>Technical Specifications:</p> <p>Chip: 8-core CPU, 8-core GPU, deep learning processor</p> <p>Memory: at least 16GB Unified Memory</p> <p>Storage: at least 256GB Solid State Drive</p> <p>Display:</p> <p>13.6-inch LED-backlit display with IPS technology</p> <p>Resolution: 2560x1664 pixels</p> <p>Adaptive display/Color calibration</p> <p>Connectivity: Wi-Fi 6, 5.0 Bluetooth</p> <p>Camera: 1080p HD</p> <p>Peripherals:</p> <p>Backlit keyboard with built in fingerprint security</p> <p>Trackpad that supports multi-touch gestures</p> <p>Battery and Power: 54.6-watt-hour lithium-polymer</p> <p>Interface Ports:</p>	<p><i>(specify brand name and model)</i></p> <p><i>(please fill-out)</i></p>

<p>3.5mm headphone jack</p> <p>2xUSB 4 (up to 40Gb/s)</p> <p>Charging</p> <p>Operating System (OS): Licensed OS and supports multiple-OS (Linux, Windows, Mac)</p> <p>Size and Weight: 1.24 kg or lighter</p> <p>Other Features:</p> <p>Built-in encryption technology</p> <p>Sync across proprietary devices and apps</p> <p>Environmental Sustainability: Use of recycled materials and with recycling program</p> <p>Warranty and Service Maintenance: 3-years</p> <p>Accessories:</p> <p>Wireless ergonomic mouse</p> <p>Laptop Sleeve</p> <p>Delivery Schedule: Within 15 Calendar Days upon receipt of Purchase Order</p>	<p><i>(please fill-out)</i></p>
<p>Lot 2: Tablet PCs</p> <p>Technical Specifications:</p> <p>Display: 10.9"</p> <p>Resolution: 2360 x 1640 pixels</p> <p>Storage: 64GB or higher</p> <p>Communication: Wi-Fi 6 (802.11ax), Bluetooth 5.2</p> <p>Camera System: Front 12MP, Rear 8MP Camera with both a f/1.8 Lens</p> <p>Warranty and Service Maintenance: 1-year</p>	<p><i>(specify brand name and model)</i></p> <p><i>(please fill-out)</i></p>

<p>Accessories:</p> <p>Compatible Pencil</p> <p>Compatible Smart Protective Cover for the offered model for 3 new units</p> <p>Delivery Schedule: Within 15 Calendar Days upon receipt of Purchase Order</p>	<p><i>(please fill-out)</i></p>
<p>Lot 3: Accessories</p> <p>Technical Specifications:</p> <p>Wireless ergonomic mouse</p> <p>USB - C All-in-One Adapter Port (HDMI, USB 3.0, SD Card Slot, TF Card Slot, USB-C, 1000LAN/Ethernet)</p> <p>Laptop Sleeve (compatible with Mac Air M1 13-Inch)</p> <p>Digital Pen (for iPad 9th Gen)</p> <p>Delivery Schedule: Within 15 Calendar Days upon receipt of Purchase Order</p>	<p><i>(specify brand names and models)</i></p> <p><i>(please fill-out)</i></p> <p><i>(please fill-out)</i></p>
<p><i>I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.</i></p>	
<div> <div>_____</div> <div>Name of Company</div> </div> <div> <div>_____</div> <div>Signature of Authorized Representative</div> </div> <div> <div>_____</div> <div>Date</div> </div>	