



Republic of the Philippines
Office of the President
PRESIDENTIAL LEGISLATIVE LIAISON OFFICE
Malacañang, Manila

REQUEST FOR QUOTATION

RFQ No. 2021-12-051

The Presidential Legislative Liaison Office (PLLO) through its Bids and Awards Committee (BAC) hereby invites all interested suppliers to quote their lowest price on the items listed below, subject to the General Conditions stated therein, and submit the same duly signed by their respective authorized representative/s not later than **31st of December 2021**.

RIS No.	Name of Project	Location	Total Approved Budget for the Contract (Php)
Senate RIS No. 21-069 PR No. 2021-003 & 004	PROCUREMENT of 5 (Five) units of All-in-One Desktop Computer	PLLO – Malacañang Extension Office	290,000.00

TERMS OF REFERENCE:

This TOR shall be pursuant to government procurement (involving supply and delivery) of Five (5) units All-in-One Desktop Computer to be conducted by the PLLO Bids and Awards Committee.

I. DELIVERABLES/REQUIREMENTS FROM THE SUPPLIER

1. The prospective bidder/s shall bid for the supply and delivery of Five (5) units All-in-One Desktop Computer, to the PLLO, with specifications listed below:

Processor: Core i3-1115G4

Memory: 8 GB DDR4 3200

Storage/Hard Disk: 512GB M.2 PCIE SSD

Graphics: AMD RADEON RX630 2GB

Display Screen: 23.8" FHD

Operating System: Windows 11 Office Home & Stud 2019

Accessories: Keyboard and Mouse

Warranty: One (1) year warranty on both parts and labor from authorized service centers with global repair coverage

- One (1) year on Batteries

- Supplier shall respond within 24 hours for any technical assistance/support either telephone call, email or site visit (for NCR) upon verbal/written notification by the End User Agency.

II. SCHEDULE OF DELIVERY

The supply and delivery shall be made within Seven (7) calendar days or less upon receipt of the Notice of Award/Notice to Proceed.

III. PAYMENT

1. The supplier shall be paid in full upon certification from the PLLO to the effect that the Items have been duly delivered.
2. Late delivery shall be subject to penalty equivalent to 1/10 of 1% of the total cost of undelivered items.

IV. GENERAL CONDITIONS

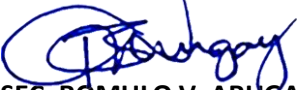
1. All quotations must be typewritten in the company's letterhead of the bidder.
2. PhilGEPS Registration Certificate, Mayor's or Business Permit, BIR Certificate of Registration, Income or Business Tax Return, Tax Clearance, and Omnibus Sworn Statement shall be attached upon submission of the quotation.
3. All quotations shall be considered as fixed prices and not subject to price escalation during contract implementation.
4. Payment shall be prepared through Advice to Debit Account upon receipt of the suppliers Statement of Account, DR, Invoice, and subject to deduction of applicable taxes.

For further inquiries, suppliers may contact telephone nos. 8-736-1192 and 8-736-1116 c/o Ms. Rosalie T. Morales. The Quotation may be submitted through e-mail at bac@pllo.gov.ph or delivered to the address below:

Bids and Awards Committee Secretariat

6th Floor AAP Tower
683 Aurora Blvd., Brgy. Mariana, Q.C.

The PLLO reserves the right to reject any or all quotations/bids, to waive any formality or minor defects therein, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, and to accept only the offer that is most advantageous to the government, without incurring any liability whatsoever.


ASEC. ROMULO V. ARUGAY
BAC Chairperson

December 27, 2021