



March 3, 2025

REQUEST FOR QUOTATION

Supply and Delivery of ICT Equipment and Office Equipment for COA at NIA Regional Office 5, Naga City
PR No.: 2025-02-0036
Quotation/Bid No. MOOE(24)-RO-015-25

The MANAGER
3GX COMPUTER & I.T. SOLUTIONS TECHNOSHOP
Elias Angeles St., Naga City

Sir/Madam,

Please quote your lowest price on a CHARGE BASIS for the job/items listed below the space provided and drop this FORM duly accomplished, SEALED and addressed to the BAC Chairperson at the bidding box located at NIA Regional Office 5 Conference Room, Panganiban Drive, Naga City not later than 9:10 AM of March 7, 2025 with an ABC of ₱ 116,000.00 after which bids will be publicly opened using the RIRR of RA 9184 otherwise known as Government Procurement Act and the Philippine Bidding Documents (PBD).

We presume your offer is NEW as specified below unless otherwise indicated. Price quotation must be firm and valid for at least thirty (30) days from the opening of bids. NIA reserves the right to reject any or all bids, to waive any minor defect/s or informalities herein and to make such award most advantageous to NIA.

TERMS and CONDITIONS:

1. All entries must be type written or legibly written.
2. Delivery period within 60 CD upon receipt of approved purchase order. Admin penalties pursuant to Sec. 69 of the RIRR of 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of 3 months for supplies, materials, one year for equipment from date of acceptance.
4. Documentary requirements shall be attached upon submission of quotation.
5. All Items shall be procured as "one lot".
6. Liquidated Damages pursuant to Sec. 68 of the RIRR of RA 9184 shall be imposed for non-delivery without valid reason.
7. Performance bond: Yes ☐; No ☒
8. Incomplete Quotation shall be declared non-responsive.

Mode of Procurement: Small Value Procurement

Documentary Requirements:

1. PhilGEPS Registration Number or Certificate.
2. Updated Mayor's Permit
3. Notarized Omnibus Sworn Statement (Prescribed Form)
4. Income Business Tax Return (For ABCs 500,000.00 above).
5. Notarized Secretary's Certificate (for Corporation).

Very truly yours,

EDUARDO A. BALONDO
BAC Chairperson

ITEM & DESCRIPTION	BRAND/ MODEL	UNIT	QTY	UNIT PRICE	TOTAL PRICE
1. DESKTOP COMPUTER Specs: o Processor: Intel Core i7 13th Generation 16C/24T o Memory: 8GB DDR4 o Chipset: Intel H610 o Graphics: Integrated Intel UHD 770 Graphics o Display: 23.8-inch FHD IPS 100Hz o Storage: 256GB NVMe SSD + 1TB 7200rpm HDD o Accessories: Wired Keyboard and Wired Mouse (Same Brand) o Network: Wireless LAN 802.11 ac/b/g/n, Gigabit Ethernet, Bluetooth 5.0 o Front Ports: 1x Card Reader; 2x Audio Jack; 1x USB 3.2 Gen1 Type A; 1x USB 3.2 Gen 1 Type C o Rear Ports: 2x HDMI; 3x Audio Jack; 4x USB 2.0 Ports; 1x USB 3.2 Gen1 Type A o Included Software: Windows 11, Licensed Microsoft Office o with 650VA Uninterruptible Power Supply (UPS)		unit	1		





Philippines
OFFICE OF THE PRESIDENT
NATIONAL IRRIGATION ADMINISTRATION
REGIONAL OFFICE NO. V (BICOL REGION)



2. Wired USB Keyboard <ul style="list-style-type: none"> o Spill-resistant design Tested under limited conditions (maximum of 60 ml liquid spillage) o 10-Key Number pad o Caps lock indicator light o Num lock indicator light o Up to 10 million keystrokes (excludes number lock key) o Key type: Deep profile o Connection: USB 		Unit	1		
3. UPS 650VA <ul style="list-style-type: none"> o MAX CONFIGURABLE POWER (Watts): 375 Watts / 650VA o OUTPUT FREQUENCY (Sync to mains): 50/60 Hz +/- 1 Hz Unsynchronised o OUTPUT CONNECTION TYPE: 4 Universal Receptacle o TOPOLOGY: Line interactive o INPUT FREQUENCY: 50/60 Hz +/- 5 Hz Auto-sensing o INPUT VOLTAGE RANGE FOR MAIN OPERATIONS: 170 - 280V o NUMBER OF POWER CORDS: 1 o BATTERY TYPE: Lead-acid battery o TYPICAL RECHARGE TIME: 8 hour(s) o NOMINAL BATTERY VOLTAGE: 12 V o BATTERY CAPACITY: 7.0 Ah o EXPECTED BATTERY LIFE : 3 – 5 years 		Unit	7		
4. Wireless Mouse <ul style="list-style-type: none"> o Type: Wireless o Connection: 2.4GHz o Operating Range: 10-15m o Ergonomic Design: Symmetric o Sensor: Optical o Resolution: 1200 DPI o Report Rate: 125Hz o Buttons No.: 3 o Receiver: Nano USB Receiver o Battery: 1 AA Alkaline Battery o Net Weight: 83 g (w/ battery) o System Requirements: Windows XP / Vista / 7 / 8 / 8.1 / 10 o Accessories: 2-slot AA Battery Charger with 1 pc. AA Rechargeable Battery 		Unit	2		
5. Battery Charger <ul style="list-style-type: none"> - LED charging status indicators - Automatic switch-off - Reverse polarity detection - Charges 1-2 NiMH AA or AAA batteries at a time - Includes 2pcs. AA Rechargeable Battery 		Unit	2		
6. AA Rechargeable Batteries <ul style="list-style-type: none"> - 1 pack (2 pcs.) AA Form Factor - 2000mAh Pre-Charged Battery 		Unit	2		
7. Ergonomic Office Chair Features: upper-flexible nylon inner frame that twists with your body and a 3D dynamic backrest that provides optimal support for the ultimate sitting experience Specs: <ul style="list-style-type: none"> - 4D adjustable armrests - Lumbar support - Multi-function mechanism with back-recline and tilt-lock feature (locks at 4 different angles) - Seat-sliding function - 2D adjustable headrest - 125 kg load capacity 		Unit	1		
8. Dehumidifier Machine Power: 240W Dimensions: 256 x 415 x 203 mm Features: <ul style="list-style-type: none"> -Drying Function -Auto Mode Function -Full Water Tank Indicator -24 HR Timer with LED Display -Portable -Collects a total of 1.5L of water for a 27 sqm area Silent Dehumidification at <42dB 		Unit	1		

Panganiban Drive, Naga City, Camarines Sur, Philippines
 Telephone No.: (054) 871-5611 • Telefax No.: (054) 871-5604
 Email r5@nia.gov.ph • Website: www.region5.nia.gov.ph • TIN: 000916415116
NIA-RO V-AFD-ADM-INT-Form34 Rev06

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TOTAL AMOUNT (in figures)						
TOTAL AMOUNT (in words)						

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NOTE: Subject to 5% VAT and 1% deduction per RA 9337 implemented on February, 2005

Name & Signature of Owner/Authorized Representative

Position in print of Owner/Representative

Cellphone No. and Email Address

Date

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HYPERTECH COMPUTERS
Diversion Road, Naga City

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