



Republic of the Philippines  
Department of Agriculture  
**AGRICULTURAL TRAINING INSTITUTE**  
**REGIONAL TRAINING CENTER 02**

Malasin, San Mateo, Isabela  
Mobile No. 0917-501-4270 | E-mail: rtc2.dcc@ati.da.gov.ph  
URL: <http://ati.da.gov.ph/ati-2> | [www.e-extension.gov.ph](http://www.e-extension.gov.ph)

## **REQUEST FOR QUOTATION**

**Date: November 15, 2022**

**RFQ No.: 2022-11- 137**

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Store/Shop: \_\_\_\_\_

Address: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration Number (*required prior to award*): \_\_\_\_\_

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**The Agricultural Training Institute Regional Training Center Region 2**, through its Bids and Awards Committee (BAC), intends to **procure various ICT Supplies for FITS Establishment** in accordance with 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your **best offer** for the items described herein, **subject to the terms and conditions** provided at the last page of this RFQ. Submit your quotation duly signed by you or your duly authorized representative **not later than November 21, 2022 at 11:00 A.M.** A copy of your 2022 Business/Mayors Permit, duly signed Terms and Conditions, DTI/SEC Registration, Tax Clearance/Income Tax Return or ITR and Certificate of PHILGEPS Registration is also required to be submitted along with your quotation/proposal.

A **notarized Omnibus Sworn Statement (GPPB-prescribed form)** will also be required to be submitted prior to award.

For any clarification, you may contact us at telephone number **0997-536-3655** or email address at [\*\*procurement.ati2@gmail.com\*\*](mailto:procurement.ati2@gmail.com).

Sgd.

**ANNALIZA S. CLAVERON**

BAC Chairperson



### **INSTRUCTIONS**

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the content of this form in any way.
- (3) All technical specification is mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Submit your quotation in a sealed envelope. Unsealed quotation will be automatically rejected. If submitting through online/e-mail, encrypt the file with a password and provide the password to the BAC through the Secretariat during the scheduled opening. Corrupted files will be automatically considered as non-responsive.
- (5) Failure to follow this instruction will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotations for the items as Follows:

<b>Supply and Delivery of various ICT</b>			
<b>TECHNICAL SPECIFICATIONS:</b>	<b>YES</b>	<b>NO</b>	<b>REMARKS</b>
<b>Specifications:</b>			
<p><b>2 unit Laptop</b>            15.6 inch FHD Intel Core i5-1240P or Ryzen 5/            Intel UHD Graphics / 8GB DDR4 RAM/ 512GB            SSD/ Windows 11</p> <p><b>2 unit Printer</b>            Type: Print, Scan, Copy, with ADF, Scan: Flatbed            and ADF; Color: CMYK; Paper Size: Max, legal            Interface: USB, Ethernet, WLAN, remote;            Control Panel: 1.44" Color LCD Screen; Ink:            Tank, Continous Ink System</p> <p><b>2 unit Tablet</b>            Display size: 8.7 inches, TFT LCD;            Network:SGM/ LTE, nano sim;OS: Andriod;            CPU: Octacore; Memory: 3GB RAM. 32GB            storage; Battery: 5,100mAh; Camera: 8MP, AF</p>			
<p><b>A.</b> Must be delivered in the site of the            program: ATI-RTC 02, San Mateo, Isabela</p> <p><b>B.</b> Delivery Schedule            100% delivery upon the notice of delivery by the            end-user/ procuring entity</p>			



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<b>SCHEDULE OF REQUIREMENTS</b>		
<b>QUANTITY</b>	<b>ITEM DESCRIPTION</b>	<b>ANGENCY'S DELIVERY SCHEDULE</b>
2 unit	<b>Laptop</b> 15.6 inch FHD Intel Core i5-1240P or Ryzen 5/ Intel UHD Graphics / 8GB DDR4 RAM/ 512GB SSD/ Windows 11	Within Five (5) calendar days upon receipt of Purchase Order (PO)  End User: Mr. Vladimir B. Caliguiran/0917-893-5380
2 unit	<b>Printer</b> Type: Print, Scan, Copy, with ADF, Scan: Flatbed and ADF; Color: CMYK; Paper Size: Max, legal Interface: USB, Ethernet, WLAN, remote; Control Panel: 1.44" Color LCD Screen; Ink: Tank, Continuous Ink System	
2 unit	<b>Tablet</b> Display size: 8.7 inches, TFT LCD; Network: SGM/ LTE, nano sim; OS: Andriod; CPU: Octacore; Memory: 3GB RAM. 32GB storage; Battery: 5,100mAh; Camera: 8MP, AF	



**Terms of Payment:**

Payment shall be made through Land Bank's LDDAP-ADA/Bank Transfer facility, within thirty (30) days after Submission of Billing and User Acceptance of the product. Bank Transfer fee shall be charged against the creditor's account.

**Payment Details:**

Banking Institution: \_\_\_\_\_  
 Account Number: \_\_\_\_\_  
 Account Name: \_\_\_\_\_  
 Branch: \_\_\_\_\_

Please quote your **best offer** for the item below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

Supply and Delivery of various ICT supplies			
Approved Budget for Contract	Offered Price Per Piece ( A )	Quantity in Piece ( B )	Total Offered Quotation(AxB)
<b>One Hundred Sixty Three Thousand Pesos (P 163,000.00)</b>			<b>In words:</b> _____ _____ <b>In figures:</b> _____ _____
<b>49,000.00</b>	2 units	<b>Laptop</b> 15.6 inch FHD Intel Core i5-1240P or Ryzen 5/ Intel UHD Graphics / 8GB DDR4 RAM/ 512GB SSD/ Windows 11	
<b>20,000.00</b>	2 units	<b>Printer</b> Type: Print, Scan, Copy, with ADF, Scan: Flatbed and ADF; Color: CMYK; Paper Size: Max, legal Interface: USB, Ethernet, WLAN, remote; Control Panel: 1.44" Color LCD Screen; Ink: Tank, Continuous Ink System	



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<b>12,500.00</b>	2 units	<b>Tablet</b> Display size: 8.7 inches, TFT LCD; Network: SGM/ LTE, nano sim; OS: Andriod; CPU: Octacore; Memory: 3GB RAM. 32GB storage; Battery: 5,100mAh; Camera: 8MP, AF	
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**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders shall quote in lot.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The ATI-RTC 02 shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the ATI-RTC 02 shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
11. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e, order slip and/or billing statement, by the contractor. Our Government Servicing Bank, i.e, the Land Bank of the Philippines, shall credit the amount due to the contractor's identified bank account not earlier than twenty four (24) hours, but not later than forty-eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The ATI-RTC 02 shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

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Signature over printed Name

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Position/Designation

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Office Telephone. No.

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Email Address



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