



REQUEST FOR QUOTATION

DATE: Dec. 9, 2022

PURCHASE REQUEST NO.: ADMIN FUND 2023-01-07

CANVASS NO. 67

Gentlemen:

Please quote your lowest price, taxes included, and subject to the terms and conditions that you may encounter purposely for article (s) and/or service(s) enumerated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached here with.

Very truly yours:


EDITHA S. VINUYA
 BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	7	unit	External hard drive, 2TB Superspeed USB 3.1 Gen 1/ USB 3.0 complaint D: 129.5mm x 82.4mm x 20.4mm W:216g storage Media: 2.5" SATA HDD with 1 year warranty		
	31	pc	Flash drive 2.0, 128 GB (USB)		
	5	pc	Flash drive 2.0, 16 GB (USB)		
	55	pc	Flash drive 2.0, 8 GB (USB)		
	5	pc	Flash drive 2.0, 4 GB (USB)		
	17	pc	Flash drive, 32GB		
	11	unit	Mouse, optical, USB connection type		
	3	unit	Mouse, Wireless, USB		
	2	unit	USB Computer Headset with microphone Digital Sound Noise Canceling Mic. Black, w/ 6 months warranty		
	1	unit	Webcam, HD 720p/30fps, Widescreen HD Video Calling, HD Light Correction, Noise-Reducing Free driver for PC Laptop Computer		
	2	unit	Wired Keyboard, USB connection type		
	1	unit	Wireless presentation clicker/Pointer Remote with Green Laser Pointer		
	6	pc	Universal Socket Adapter WUA-002		
	5	pc	Extension Cord (3 gang, 3 meters)		
	6	pc	Universal outlet extension cord with 3 universal gang and 3 USB ports		
	1	unit	Document Scanner, High volume up to A3 ADF, 60 TO 100 ppm, Capacity: 100 sheets, Scanning speeds of up to 90 ppm/180 ipm, One-pass duplex scanning, scan up to A3, 2.7" colour LCD screen ADF Capacity: A4: 120 sheets, A3: 60 sheets, Delicate Feed Mode: 20 sheets (A4), 10 sheets (A3), Dialy Duty Cycle: up to 40,000 pages/day Multi-feed Detection: Ultrasonic Sensor and Length Detection, with 2 yrs warranty *all items must have a minimum of 1 year warranty		

PURPOSE:

Consolidatd various ICT Supplies for ATI FY 2023

Pls. submit the following eligibility documents:

- Mayor's/Business Permit
- Income Tax Return
- Notarized Omnibus Sworn Statement
- PhilGEPS Registration Number/Red Membership
- Certificate of Sole Distributorship

Note: Pls. provide also the following: contact information such as email address and mobile/landline numbers; Tax Identification Number and Bank Details

I hereby certify that I am in the position to furnish the above article(s), service(s) at the prices and in quantities as called for except as I have indicated. The articles are available in our stock for immediate delivery to the Agricultural Training Institute, Elliptical Road, Diliman, Quezon City

MODEL: _____

DELIVERY PERIOD: _____

WARRANTY PERIOD: _____

PRICE VALIDITY: _____

 Signature Over printed name of proprietor/Manager
 or Authorized Representative

CANVASSED BY: _____

DATE: _____