



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
 Provincial Environment and Natural Resources Office
 Agusan del Norte



REQUEST FOR QUOTATION/ PROPOSAL

(thru NEGOTIATED PROCUREMENT under SMALL VALUE PROCUREMENT , Sec. 53.9)
(GOODS)

PR NO: 2024-07-244
 PR DATE: 07-29-2024
 END-USER: MANAGEMENT SERVICES DIVISION
 ABC: 62,000.00

MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT
 RFQ NO: 2024-07-116
 DATE PREPARED: 08.01.2024
 CLOSING DATE: 08.07.2024
 CLOSING TIME: 08:00AM

Dear Sir/Ma'am

The Department of Environment and Natural ResourcesPENRO-ADN, Brgy. Tiniwisan, Butuan City is inviting of known qualificationssuppliers/distributors/contractors for a bid proposals covering the hereunder project:

ITEM NO	ARTICLE DESCRIPTION	QTY	UNIT	DENR ABC	SUPPLIER'S QUOTED PRICE (Php)	
					Unit Price	Total Price
	PROCUREMENT OF OFFICE EQUIPMENT OF PENRO ADN			62,000.00		
1	PRINTER	1	unit			
	TYPE: PRINT,SCAN COPY; PHOTO DEFAULT-10 x 15cm / 4 x 6					
	APPROX. 69 sec per photo (border) / sec per photo					
	(BORDERLESS) *1 draft, A4 (black / colour): up to 33ppm / 15ppm *1 copy quality: colour / black and white; draft / standard; maximum copies from standalone: 20 copies; maximum copy size: A4; Letter max copy resolution: 300 x 300dpi with atleast 1 year warranty					
	LAPTOP					
	PROCESSOR: Core i5 11th Gen., 2.5GHz, Quad core					
	Graphics: UHD Graphics					
	Screen Resolution:1920 x 1080 (16:9 aspect ratio)					
	Standard Refresh Rate: 60Hz					
	Screen size: 39.6cm (15.6")					
	Memory:8GB, DDR4SDRAM					
	Storage:512SSD					
	Wireless LAN Standard:IEEE 802.11ac					
	Max Run Time: 10HRS					
	Power Supply Wattage:45W max					
	Warranty					
	2years warranty					
	1year battery and charger					
	TOTAL			62,000.00		

	Documentary Requirements: (to be submitted together with the proposal)							
	1. Mayor's/Business Permit;							
	2. PhilGEPS Reg. Number/PhilGEPS Certificate;							
	3. PCAB License;							
	4. Latest Income Tax Return/ Tax Clearance; and							
	5. DTI Registration Certificate;							
	6. Omnibus Sworn Statement							


The Procuring Entity is inviting all suppliers/distributors/contractors to submit on specified date, a FINAL PROPOSALS from a legally, technically and financially capable suppliers/distributors/contractors.

The Procuring Entity shall draw up a list of at least three(3) suppliers/distributors/contractors of known qualifications which will submit proposal that meet the Procuring Entity's minimum technical requirement and should not exceed the ABC.

Interested suppliers/distributors/contractors may obtain application forms and further information from 8:00 A.M to 5:00 P.M., Monday to Friday at the BAC Secretariat's Office, DENR CARAGA Region, Brgy. Ambago Butuan City.

The deadline for the submission of bid proposals will be on **August 07, 2024** Qualified proposals will be notified of award and contract execution.

The Department of Environment and Natural Resources PENRO-ADN has the rights to reject any proposals, annul, or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected suppliers/distributors/contractors in accordance with Sec.41 of Revised IRR9184


F.C. DACUMOS
 DMO-V/Chief, TSD
 BAC, Chair

Signature Over Printed Name

Company Name

Address

Canvass By:

Tel No. /Cellphone No. / e-mail address

TERMS AND CONDITIONS

1. Service Providers shall provide correct and accurate information required in this form
2. Service Providers may quote for any or all items, unless otherwise stated.
3. Price quotation/s must be valid for a period of sixty (60) calendar days from the closing date.
4. Price quotation/s, to be dominated in Philippine Pesos shall include all taxes, duties and/or levies payable.
5. Price quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of Contract shall be made to the lowest calculated and responsive offer which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any alteration, erasures or overwriting shall be valid only if they are initialed by the authorized representative of the
8. The item/s and/or services shall be delivered according to the requirements specified herein/attached Terms of Reference.
9. The DENR shall have the right to review/examine submissions relative to the project to confirm conformity to the project requirements
10. Payment shall be made in accordance with the Terms of Conditions of the Contract.
11. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of contract not delivered within the prescribed completion period shall be imposed per day of delay. The DENR may 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