



REQUEST FOR QUOTATION
Supply & Delivery of Office Equipment
Quotation No. NIAR9-COB-109 (SVP)

Company Name
Address
Date

PR No.: 2025-06-0183
PhilGEPS Ref. No.: 12133108
Purpose: for the use of Regional Office
Location: Balintawak, Pagadian City

Please quote your lowest price on the job/items listed below, subject to the Specifications and Terms & Conditions stated herein stating the shortest time of delivery and submit your quotation duly signed by your representative together with your eligibility/legal documents to Procurement Section, Regional Center, Balintawak, Pagadian City not later than the bid submission deadline on **June 20, 2025 @ 9:00 AM.**

Failure to observe any of the herein Specifications and Terms & Conditions shall be ground for disqualifications of the bidders concerned.

(Sgd)
REX L. ARMENTIA
BAC Chairperson
Supervising Engr. A

Total Approved Budget for the Contract: Php 290,000.00

NO.	QTY	UNIT	AGENCY'S SPECIFICATION	BIDDER'S SPECIFICATION	UNIT PRICE	TOTAL BID PRICE
1	1	unit	COUNTERTOP OVEN WITH AIR FRYER			
			<i>Specifications:</i>			
			* 5 in 1 Appliance: Toast, Broil, Bake, Convection PLUS Air Fry			
			* Faster cooking with turbo heat fan technology			
			* Large capacity, 22L; Up to 230° C/450° F variable temperature			
			* 60 minute auto-off timer; * 2 rack positions			
			* Includes accessories: mesh air fry basket, baking pan, wire rack and removable crumb tray			
			* Recipes included in instruction manual			
			* Dimension and Weight: 40 x 34 x 39.5 cm 12kg			
2	1	unit	ELECTRIC RICE COOKER			
			<i>Specifications:</i>			
			* 2.8 liter capacity			
			* up to 15 cups of rice can be cooked			
			* Pure stainless steel			
			* Automatic rice cooker with keep warm system; with steamer			
			* Cooks rice, congee and soup			
			* Detachable power cord for easy cleaning			
			* Thermal fuse protected			
			* Weight: 3.46 kg; * Dimension (LxWxH): 360x310x345mm			
3	1	unit	BREAD TOASTER			
			<i>Specifications:</i>			
			* Pop-Up Bread Toaster; Unique Dots Design; 2 bread slice capacity			

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			* 1,000W; 7 toasting settings; Easy open hinged crumb trays; with Cover			
			* Double insulated AC cord; Dimensions: 28.5 x 16.8 x 19.3 cm (L x W x H)			
4	2	unit	WATER DISPENSER			
			<i>Specifications:</i>			
			* Top load water dispenser; Excellent heating and cooling performance			
			* Fast Heating (85-90 degrees in 10 mins); Extra cold water (3-8 degrees)			
			* Energy efficient (P12/day electrical cost hot & cold); Rust-free			
			* Durable and sanitary stainless steel water tanks for hot and cold; Hot water child lock			
			* Gross weight (packed): 17.2 kg			
			* Gross Dimensions (W x H x D): 358mm x 1120mm x 386mm			
			* Features - Safe 2 thermostats to prevent overheating, anti-electric shock, earthing ground wire			
			*Color: Black			
5	1	unit	7.4 CU.FT REFRIGERATOR			
			<i>Specifications:</i>			
			Cooling Type: All-around cooling			
			Deodorizer Type: Deodorizer Filter			
			Shelf Material: Tempered Glass			
			Color: Metal Graphite			
			No Frost: Yes			
			Freezer Feature: Ice maker - Twist; Shelf Material - Plastic; Number of			
			Shelf (total) - 1 EA; Number of Door Pocket - 2 EA			
			Refrigerator Feature: Number of Shelf - 2 EA; Number of Vegetable &			
			Fruit Drawer - 1 EA; Number of Door Pocket - 3 EA; Egg Container - Yes;			
			Fresh Room - Yes; Interior LED Light - Yes			
			Net Dimension (WxHxD)(mm): 555 x 1445 x 637 mm			
			Net Weight(kg): 44.5 kg			
6	1	unit	PRINTER			
			<i>Specifications:</i>			
			* 6 colour ink (B,C, LC, M, LM, Y)			
			* Micropiezo Printhead			
			* Compact integrated tank design			
			* Replaceable Maintenance Box; High yield ink bottles			
			* Ultra-high page yield of 2,100 pages (colour)			
			* Borderless Printing (up to A3+)			
			* Powered by Epson Heat-Free Technology			
			* Fast Print Speed, ID Card Printing, Wi-Fi Direct, Replaceable Maintenance Box, CD/DVD Printing,			
			* Dimensions and Weight: 523 x 369 x 160mm 8.0 kg			
7	2	unit	LAMINATING MACHINE			
			<i>Specifications:</i>			
			Maximum Length of Laminating: 320mm (A3 size)			
			Power: 410W; Voltage: AC230V 50hz			

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			Maximum Thickness when laminating: <0.6mm			
			Laminating Speed: 300mm/min; Heating Range: 85°C-145°C			
			Heating Method: Heating Outside; Noise: <55 dB			
			Time for Pre-heating: about 5 mins			
			Product size and Weight: 460x145x90 mm - 2.3kg			
8	2	pcs	HEAVY DUTY PAPER CUTTER			
			<i>Specifications:</i>			
			* High-Quality Blade: Ensures clean, accurate cuts			
			* User-Friendly: Perfect for both professional and personal use			
			* Cutting size: 12 x 12 inches (A4)			
			* Self sharpening blade for longer lifetime with low maintenance.			
			* Dimensions and Weight: (LxWxH) 20 x 13.65 x 2 inches 1.43kg			
9	6	units	MONITOR			
			<i>Specifications:</i>			
			Panel Size: 27", Curve 1500R			
			Active Display Area (mm): 597.888 (H) x 336.312 (V)			
			Panel Type: Rapid VA			
			Panel Resolution: 1920 x 1080 (FHD)			
			Pixel Pitch (H x V): 0.3114 (H) x 0.3114 (V)			
			Refresh Rate: 200Hz; Response time: 0.5ms (GtG, Min.)			
			Dynamic Refresh Rate Technology: Adaptive-Sync			
			HDR Support: HDR Ready			
			Video Ports: 2x HDMI™ 2.0b (FHD@200Hz), 1x DisplayPort 1.2a			
			Audio ports: 1x Headphone-out			
			Viewing Angle: 178° (H) / 178° (V)			
			Surface Treatment: Anti-Glare			
			Dimension with Stand (W x D x H): 610.5 x 249.8 x 451.6 mm			
			Dimension without Stand (W x D x H): 610.5 x 90.4 x 362.5 mm			
			Weight (NW / GW): 3.95 kg (8.7 lbs) / 6.5 kg (14.33 lbs)			
10	11	pcs	LAPTOP COOLER			
			<i>Specifications:</i>			
			Overall Dimension & Net Weight : 390x280x27.5mm 765g			
			Fan with Dimensions: 2 pcs 140x140x15mm each			
			Bearing Type: Hydro Bearing			
			Rated Voltage / Power Input: 5VDC / 1.5W			
			Fan Speed / Max. Air Flow: 1000±10%RPM / 92.22 CFM			
			Noise: 26.3dB(A)			
			Operating Voltage: 4.5~5VDC			
			Features: with Superfast USB 3.0 Passthrough, Adjustable Angle for User Comfort, Silent Operation, Metal Mesh Design, Anti-Slip Design, Steady Supporting Feet, Reliable Quality			
11	11	pcs	WIRELESS KEYBOARD AND MOUSE			

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			<i>Specifications:</i>			
			Connectivity: 2.4 GHz wireless with USB receiver or Bluetooth 5.0			
			Ergonomics: Many models are designed for comfort and long-term use			
			DPI: Mice often offer adjustable DPI settings (e.g., 1000/1600/2000/4000)			
			Keyboard: Full-sized QWERTY layout with 104 keys			
			Battery Life: Typically battery-powered			
			Compatibility: Windows, Mac, Android, and other operating systems			
			Wireless Transmission: up to 10 meters			
			Features: Keyboard - 6° Titled Holder, Resistant to liquid splashes and dust, Intelligent Power Saving for Longer Battery life			
			Color: Black			
12	11	pcs	MOUSEPAD			
			<i>Specifications:</i>			
			* Length - 900x400mm, Thickness : 4mm			
			* Cloth Surface, uncoated, smooth			
			* Anti-Slip rubber Base			
			* Soak/Rinse in Cold Water and Air Dry			
			* Color/Design: Plain Black			
13	2	pcs	16 GB 4800 MHZ, DDR5 SODIMM CL40 RAM			
14	3	pcs	PORTABLE SSD			
			<i>Specifications:</i>			
			Capacity: 1 TB			
			Interface: USB 3.2 Gen 2			
			Dimensions (LxWxH): 3.97" x 2.07" x 0.38"			
			Features: write speeds up to 1000MB/s, Up to three-meter drop protection and IP65 water and dust resistance, with 5-year limited warranty and a durable silicone shell			
			In the box: Portable SSD, USB-C to USB-C Cable, USB-C to USB-A Adapter, Safety and Warranty Guide			
			xxxxxx nothing follows xxxxx			
TOTAL AMOUNT:						
TOTAL BID PRICE IN WORDS:						
Note: Subject to 5% VAT & 1% EWT/CWT deduction as per RA 9337						

After having carefully read and accepted the attached General Conditions, I/We quote you on the items at the prices noted above.

Company Name

Printed Name/Signature/Date Accomplished

Contact/Telephone Number

TERMS AND CONDITIONS

- 1 All entries must be printed or typed written using the NIA Prescribed form (RFQ). Any modification in the terms of the RFQ shall constitute to disqualification.
- 2 The Total Approved Budget for the Contract (ABC) is **Php 290,000.00**. All bids in excess of the ABC shall be automatically rejected.
- 3 Delivery period is within **30** calendar day(s) from receipt of Purchase Order (PO).
- 4 Price validity shall be for a period of **90** calendar day(s) from the date of Bid Opening.
- 5 **For Lot Award**
all items to be grouped together to form one (1) complete Lot. That will be awarded to one Bidder to form one (1) complete contract. Bidder must offer/quote on all items, otherwise, bidder shall automatically be disqualified.
- 6 Warranty shall be for the one (1) year for equipment and six (6) months for supplies and materials from date of approval of the Inspection & Acceptance Report (IAR) by the authorized National Irrigation Administration's representative if applicable. Bidders shall submit only one (1) copy of Bid/Request for Quotation (RFQ) together with the following licenses and legal documents also in one (1) copy placed in one (1) sealed.

☐ Mayor's Business Permit

☐ Printed Copy of PhilGEPS Registration Number
- 7 If an Awardee has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, the Awardee shall extend a maximum of fifteen (15) calendar days under liquidated damages to make good his delivery. Thereafter, if Awardee has not completed delivery within the extended period, the subject Purchase Order shall be cancelled and the award for the undelivered balance withdrawn from that Awardee. The National Irrigation Administration (NIA) shall, then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against DEFAULTING AWARDEE. Refusal by the Defaulting Awardee to shoulder the price difference shall be ground for his disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under RA 9184 and its IRR-A. Non submission of any of the documents above mentioned shall be a ground for outright rejection of the Bid/RFQ.

Note:

- 1 Bid Quotations may be submitted to the Procurement Section, Regional Center, Balintawak, Pagadian City, Zamboanga del Sur, or email at r9.bac@nia.gov.ph.
- 2 Please make certain to affix the signature of the owner, manager or any of its duly authorized representative in a clear legible manner.
- 3 Bidder shall submit one (1) quotation only. Alternate bids shall be rejected.