



## PHILIPPINE NATIONAL OIL COMPANY

PNOC Building VI, Energy Center  
Rizal Drive, BGC, Taguig City  
Tel. No.: 8789 - 7662

[www.philgeps.gov.ph](http://www.philgeps.gov.ph) / [www.pnoc.com.ph](http://www.pnoc.com.ph)

### REQUEST FOR QUOTATION / PROPOSAL

The PHILIPPINE NATIONAL OIL COMPANY (PNOC) through its Bids and Awards Committee (BAC), invites all interested and PhilGEPS-registered suppliers / contractors / consultants to submit quotations / proposals for the following company requirements:

Date : **November 8, 2023**  
Project Title : **Supply and Delivery of Laptop Computers**  
Reference No. : **2023-11-233**  
ABC : **PhP 426,000.00**  
Submission Deadline : **November 16, 2023 (10:00 AM)**

Accomplished **Price Quotation/Proposal and Compliance Forms** may be submitted through registered or electronic mail to the PNOC Procurement Management Division at the above address or to [procurement@pnoc.com.ph](mailto:procurement@pnoc.com.ph) and [rgvergara@pnoc.com.ph](mailto:rgvergara@pnoc.com.ph) no later than the submission deadline together with the following documentary requirements and information:

- PhilGEPS Registration Number
- Mayor's/Business Permit / BIR Certificate of Registration (for individual consultant)
- Notarized Omnibus Sworn Statement - Annex "A" (Unnotarized copy may be submitted prior to submission deadline, but the notarized one shall be submitted after the award or before the payment)
- Signed Terms of Reference / Technical Specifications Sheet
- Brochure

The PNOC reserves the right to accept or reject any or all quotations/proposals or parts thereof, to waive formality therein or to accept such or to award any that are considered most advantageous to the company.

Thank you.

  
**ATTY. GRACIELA M. BARLETA**  
Chairperson  
Bids and Awards Committee

## PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

### Supply and Delivery of Laptop Computers

#### **TECHNICAL SPECIFICATIONS**

#	Item Description	Qty.	ABC	Unit Price	Total
1	<p><b>Laptop Computer (Lightweight)</b></p> <p><b>Category:</b> Branded and Brand New  <b>Processor:</b> Intel Core i5, 12th Gen or equivalent/higher  <b>Memory:</b> 16GB DDR4, 2 x Memory Slots  <b>Storage/ Hard Disk:</b> at least 512gb NVMe SSD  <b>Display Screen:</b> Full HD, 1080p, at least 14 inches  <b>Network:</b> Gigabit Ethernet 10/100/1000; WLAN 802.11 AC + Bluetooth 5.0  <b>Software:</b> Microsoft Office 2021 Home and Business  <b>Operating System:</b> Windows 10/11 Professional 64 bit (provide Certificate of Authenticity from Manufacturer)  <b>Warranty:</b> Three (3) years on Parts and Labor  <b>Delivery Period:</b> Within 30 days  <b>Other Requirements:</b></p> <ul style="list-style-type: none"> <li>- Certification that the brand have at least 10 years of existence in the Philippines and proposed item must not be an End of Life(EOL) Model</li> <li>- Winning bidder must provide Product / License Key for the Operating System and MS Office</li> </ul> <p>Brand / Model :</p> <p>_____</p>	3 units	P210,000.00	P	P

2	<p><b>Laptop Computer</b>  <b>Category:</b> Branded and Brand New  <b>Processor:</b> Intel i9, 12th Gen or higher  <b>Memory:</b> 64GB RAM  <b>Storage/ Hard Disk:</b> at least 1TB NVMe SSD  <b>Video Card:</b> Nvidia 30 Series or higher/equivalent, at least 8 GB  <b>Display:</b> at least 15 inches, 1920 x 1080 resolution  <b>Network:</b> Gigabit Ethernet 10/100/1000; WLAN 802.11 AC + Bluetooth 5.0  <b>Software:</b> Microsoft Office 2021 Home and Business  <b>Operating System:</b> Windows 11 Professional 64 bit (Provide Certificate of Authenticity from Manufacturer)  <b>Warranty:</b> Three (3) years on Parts and Labor  <b>Delivery Period:</b> Within 30 days</p> <p><b>Other Requirements:</b></p> <ul style="list-style-type: none"> <li>- Certification that the brand have at least 10 years of existence in the Philippines and proposed item must not be an End of Life (EOL) Model</li> <li>- Winning bidder must provide Product / License Key for the Operating System and MS Office</li> </ul> <p>Brand / Model :  <hr/></p>	1 unit	P216,000.00		
---	--	--------	-------------	--	--

**TERMS AND CONDITIONS**

1. Payment Terms: Government Terms - full payment upon completion of delivery/implementation, or subject to the conditions specified in the Scope of Works/Activities or Terms of Reference.
2. All entries shall be typed or written in a clear legible manner.
3. Bidder shall offer one (1) bid only. Alternative bids shall be rejected.

4. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document.
5. As a general rule, price quotations to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
6. In case of tie quotations, tie breaking shall be on draw lots or toss coin.
7. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference / Technical Specifications Sheet.
8. During evaluation of quotation/proposal, the project proponent may require additional documents to verify, validate and ascertain the compliance of the supplier/contractor or consultant.

We undertake, if our Proposal is accepted, to supply/deliver the goods/services in accordance with the specifications and/or delivery schedule.

We agree to abide by this quotation/proposal for a period of thirty (30) calendar days, which is the price's validity period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Contract or a Purchase Order is executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : \_\_\_\_\_

Designation/Position : \_\_\_\_\_

Name of Organization : \_\_\_\_\_

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

Tel No. / Mobile No. and Email Address : \_\_\_\_\_