



Republic of the Philippines  
**DEPARTMENT OF FINANCE**  
Roxas Blvd. corner P. Ocampo St., 1004 Manila



## REQUEST FOR QUOTATION

RFQ No.: **2025-05-0064**

Date: May 27, 2025

Gentlemen :

Please quote your lowest price on the item listed below, subject to the General Conditions at the back hereof and submit your quotation duly signed by your representative in sealed envelope direct to the Bids and Awards Committee (BAC) Chairperson or through the authorized canvasser of this Department not later than \_\_\_\_\_ the time and date of the opening of the sealed quotation.



**ALVIN P. DIAZ**  
Director IV  
Central Administration Office

QUANTITY	UNIT	ARTICLE / MERCHANDISE / SPECIFICATION	UNIT PRICE	TOTAL
<b>SUPPLY AND DELIVERY OF VARIOUS IT PERIPHERALS</b>				
3	unit	Barcode Printer	₱22,000.00	₱66,000.00
1	unit	Portable Printer	₱18,000.00	₱18,000.00
2	unit	Barcode Scanner	₱6,000.00	₱12,000.00
1	unit	Flatbed Scanner	₱25,800.00	₱25,800.00
13	unit	Tablet Keyboard	₱20,000.00	₱260,000.00
9	set	Wireless Keyboard and Mouse with USB Dongle	₱1,350.96	₱12,158.64
2	piece	Mouse, Optical	₱225.47	₱450.94
16	piece	Multiport USB-C Hub	₱5,000.00	₱80,000.00
1	piece	USB-C Digital AV Multiport Adapter	₱4,407.37	₱4,407.37
3	piece	External Hard Drive, 4TB	₱9,062.87	₱27,188.61
4	piece	External Hard Drive, 2TB	₱4,928.55	₱19,714.20
2	piece	External Hard Drive, 1TB	₱3,014.96	₱6,029.92
65	piece	Flash Drive, OTG, 64GB	₱726.96	₱47,252.40
1	piece	Memory Card, 512GB	₱8,000.00	₱8,000.00
5	piece	HDMI Cable, 10 meters	₱1,040.00	₱5,200.00
<i>(please see attached technical specifications)</i>				
<b>TOTAL AMOUNT:</b>				<b>₱592,202.08</b>

NOTE: Please include the following required documents upon submission of your proposal for evaluation purposes:

**1. Mayor's/Business Permit**

**2. PhilGEPS Registration Number**

**\*\*For the bidder/s with Platinum Membership who opt to submit *PhilGEPS Certificate*, the validity of the Class "A" eligibility documents specified in Section 8.5.2 of the Revised IRR of RA9184 shall remain current and updated.**

**3. Latest Income/Business Tax Return**

**4. Omnibus Sworn Statement** (to be submitted by the winning bidder upon receipt of PO)

After having carefully read and accepted the general conditions, I/we quote you on the item at prices noted above and bind ourselves to deliver the above articles/merchandise within 30 calendar days from receipt of your valid Purchase Order (PO). The quotation are good only up to 60 calendar days.

Canvassed by:

Supplier :

By :

Tel. No.:

TIN :



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4	piece	External Hard Drive, 2TB		
2	piece	External Hard Drive, 1TB		
65	piece	Flash Drive, OTG, 64GB		
1	piece	Memory Card, 512GB		
5	piece	HDMI Cable, 10 meters		
<i>(please see attached technical specifications)</i>				
<b>TOTAL AMOUNT:</b>				

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## GENERAL CONDITIONS

1. The bidders are required to submit brochures, literatures, pictures and technical data pertaining to the brand and model of the equipment being offered.
2. The quotation will not be considered unless it is properly signed by the bidder's authorized representative.
3. All prizes quoted herein are valid and binding for a period of sixty (60) days.
4. Bidder shall be responsible for the source of his equipment.
5. Subject to the provisions of the preceeding paragraph, where awardee has accepted a Purchase Order (PO) but fails to deliver the required products within the time called for in the same order, he must return the order accompanied by written explanations within the period of delivery of the merchandise. Thereafter, if the awardee has not completed delivery within the period, the subject PO shall be cancelled and the award shall be withdrawn from that supplier. The DOF shall then purchase the required item from such other sources as it may determine, with the price difference to be charged against the defaulting awardee.
6. The DOF reserves the right to reject any or all quotations, to waive any formality therein or to accept such quotations as may be considered most advantageous to the government.



**TECHNICAL SPECIFICATIONS**  
RFQ No. 2025-05-0064 dated May 27, 2025

**I. PROJECT SCOPE**

The prospective supplier shall bid for the ***Supply and Delivery of Various IT Peripherals.***

**II. TECHNICAL SPECIFICATION**

Detailed minimum specifications of the items to be procured:

Item	Specifications
<b>1. BARCODE PRINTER</b>	<ul style="list-style-type: none"> <li>Resolution: 8 dots/ mm / 203 DPI</li> <li>Printing method: Thermal transfer &amp; direct thermal</li> <li>Processor: 32 bit RISC</li> <li>Memory: 4MB Flash memory; 8MB SDRAM</li> <li>Interface: USB 2.0, ethernet port</li> <li>Sensors: Gap transmissive sensor, black mark reflective sensor, head open sensor, ribbon end sensor</li> <li>Media type: Continuous, die-cut, tag &amp; fanfold</li> <li>Bar code: Code 39, Code 93, Code 128 UCC, Code 128 Subset a, b, c, Codabar, Interleave 2 of 5, EAN-8, EAN-13, EAN-128, UPC-A, UPC-E, EAN and UPC 2 (5) digits add-on, MSI, Plessey, Postnet, GS1 Databar, Logmars, Code 11, PDF-417, Maxicode, Datamatrix, QR code, Aztech</li> <li>Max print speed: 102 mm (4")/second</li> <li>Max print width: 108 mm (4.25")</li> <li>Enclosure: Double-walled plastic</li> <li>Weight: 2.3kg (5.07lbs)</li> <li>Label roll capacity: 127 mm (5") OD</li> <li>Ribbon: 110m long, max OD 40 mm, 0.5" core (ink coated inside)</li> <li>Ribbon width: 40 mm – 1110 mm</li> <li>Warranty: At least 1 year</li> </ul>
<b>2. PORTABLE PRINTER</b>	<ul style="list-style-type: none"> <li>Print resolution: 4800x1200 dpi</li> <li>Print speed: Mono: 9 ipm, Color: 5.5 ipm</li> <li>Borderless printing: A4, Letter, 4"x6", 5"x7", 7"x10", 8"x10", 5"x5", 3.5"x3.5"</li> <li>Two sided printing: Manual operation</li> <li>Max. paper input: 50 sheets</li> <li>Connectivity: USB type C, Wi-Fi</li> <li>Battery: Portable lithium-ion</li> <li>Weight: Not more than 2.1kg</li> <li>Warranty: At least 1 year</li> </ul>
<b>3. BARCODE SCANNER</b>	<ul style="list-style-type: none"> <li>Form factor: Handheld</li> <li>Light source: Laser</li> <li>Image sensor: Linear</li> <li>Scan rate: 100 scan/s</li> <li>Scan pattern: Bi-directional</li> <li>Interface: USB</li> <li>Barcode symbology supported: UPC/EAN, UPC/EAN Supplementals, UCC/EAN 128, Code 39, Code 39 Full ASCII, Code 39 TriOptic, Code 128, Code 128 Full ASCII, Codabar, Interleaved 2 of 5, Discrete 2 of 5, Code 93, MSI, Code 11, IATA, RSS Variants</li> <li>Warranty: At least 1 year</li> </ul>

<b>4. FLATBED SCANNER</b>	<ul style="list-style-type: none"> <li>• Scanner type: ADF, CIS</li> <li>• Scanning technology: Flatbed</li> <li>• Scan resolution: 600 to 1200 dpi</li> <li>• Daily duty cycle: 1500 pages</li> <li>• Bit depth: 24 bit external, 48 bit internal</li> <li>• ADF scan speed: Up to 25 ppm</li> <li>• ADF feeder capacity: 60 sheets</li> <li>• Duplex scanning: Yes</li> <li>• Color scanning: Yes</li> <li>• Scanning option: Single-pass duplex scanning</li> <li>• Memory: 256MB</li> <li>• Connectivity: USB 2.0</li> <li>• Warranty: At least 1 year</li> </ul>
<b>5. TABLET KEYBOARD</b>	<ul style="list-style-type: none"> <li>• Compatible devices: iPad air 11" M2 Gen 6 (2024)</li> <li>• Connectivity technology: Bluetooth</li> <li>• Type: 11-inch keyboard case</li> <li>• Charging port: USB-C</li> <li>• Miscellaneous: Backlit, low-profile key, foldable, trackpad, case</li> <li>• Number of keys: 78</li> <li>• Warranty: 1 year</li> </ul>
<b>6. WIRELESS KEYBOARD AND MOUSE WITH USB DONGLE</b>	<ul style="list-style-type: none"> <li>• Connectivity: Wireless (dongle)</li> <li>• Wireless transmission: 2.4GHz</li> <li>• Operating distance: Up to 10 meters range</li> <li>• USB type: At least 3.0</li> <li>• Compatibility: Windows and Mac</li> <li>• Power: 2 AA batteries (included)</li> <li>• Plug and play: Yes</li> <li>• Mouse dpi: 1000</li> <li>• Keyboard features Numpad, multimedia keys, and function keys</li> </ul>
<b>7. MOUSE</b>	<ul style="list-style-type: none"> <li>• Optical</li> <li>• Connection: USB type</li> </ul>
<b>8. USB HUB</b>	<ul style="list-style-type: none"> <li>• Multi-port USB-C hub (11-in-1)</li> <li>• Input: 20V, 5A</li> <li>• Output USB-C: 20.5V (100W power delivery)</li> <li>• Output USB 3.0: 5V, 900mA</li> <li>• Output USB 2.0: 5V, 500mA</li> <li>• HDMI: 4K@30Hz</li> <li>• VGA: 1920*1080P@60Hz</li> <li>• Ethernet port: 1000Mbps</li> <li>• USB 3.0 data transfer rate: 5Gbps</li> <li>• USB 2.0 data transfer rate: 480Mbps</li> <li>• Operating system support: Windows 7/8/10, Mac OS 10.6 and above</li> </ul>
<b>9. ADAPTER</b>	<ul style="list-style-type: none"> <li>• USB-C digital AV multiport adapter</li> <li>• Connections: HDMI, USB, USB-C</li> <li>• Compatible devices: iPhone, iPad, Mac</li> </ul>
<b>10. EXTERNAL HARD DRIVE</b>	<ul style="list-style-type: none"> <li>• Capacity: 4TB</li> <li>• Storage media: 2.5" HDD</li> <li>• USB 3.0 connectivity</li> </ul>

<b>11. EXTERNAL HARD DRIVE</b>	<ul style="list-style-type: none"> <li>• Capacity: 2TB</li> <li>• Storage media: 2.5" HDD</li> <li>• USB 3.0 connectivity</li> </ul>
<b>12. EXTERNAL HARD DRIVE</b>	<ul style="list-style-type: none"> <li>• Capacity: 1TB</li> <li>• Storage media: 2.5" HDD</li> <li>• USB 3.0 connectivity</li> </ul>
<b>13. FLASH DRIVE</b>	<ul style="list-style-type: none"> <li>• On-the-Go (OTG)</li> <li>• Capacity: 64GB</li> </ul>
<b>14. MEMORY CARD</b>	<ul style="list-style-type: none"> <li>• Type: Micro SDXC</li> <li>• Capacity: 512GB</li> <li>• Interface: UHS-I</li> <li>• Miscellaneous: SD adapter</li> </ul>
<b>15. HDMI CABLE</b>	<ul style="list-style-type: none"> <li>• Length: 10 meters</li> </ul>

### **III. SCHEDULE OF REQUIREMENTS**

The supplier shall deliver the items to the Department of Finance through the General Services Division within 30 calendar days upon receipt of the Purchase Order.

**I hereby certify to comply and deliver all the above requirements**

\_\_\_\_\_  
*Signature over Printed Name of the Representative*

Company Name : \_\_\_\_\_  
Date Signed : \_\_\_\_\_  
Email/Phone No.: \_\_\_\_\_