



Republic of the Philippines  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
**APO PRODUCTION UNIT, INC.**



September 17, 2021  
 APO-RFQ-949865

**REQUEST FOR QUOTATION**

Name of Company :  
 Address :  
 Business Permit # :  
 TIN :  
 Philgeps# :

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your duly representative and copies of your eligibility requirements not later than September 20, 2021.

The quotations may be submitted at the address 2/F Philippine Information Agency Bldg. Visayas Avenue, Bgy. Vasra Quezon City or thru Fax No. 2825309 (loc. 235/234) or thru email at [purchasing@apo.gov.ph](mailto:purchasing@apo.gov.ph)

  
 MERLA D. ESCOBAR  
 Purchasing Manager

After having carefully read and accept the Terms and Conditions, I/we submit our quotation for the item/s as follows:

| Item Description  | PRICE |      |       | Compliance with technical specs |     | DELIBERATION DATE |
|---|-------|------|-------|---------------------------------|-----|-------------------|
|   | QTY   | Unit | Total | YES                             | NO  | DELIBERATION DATE |
| <b>LAPTOP COMPUTER</b> <ul style="list-style-type: none"> <li>Processor: i7, 2.8 Ghz or Above</li> <li>Storage: 250GB SSD</li> <li>Memory: 8GB</li> <li>Graphic card: Built-in</li> <li>Monitor: 14" Display</li> <li>Software: Windows 10 Pro-64 bit</li> <li>Hardware: HDMI, USB 2.0/3.0, Ethernet Port, Bluetooth, Camera</li> </ul> | 1     | Unit |       | [ ]                             | [ ] |                   |

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 Signature over Printed Name  
 Contact No.

- Approved Budget shall be PhP51,000.00 inclusive of VAT.
- Additional document of Omnibus Sworn Statement shall be submitted for the bid that complying the technical and financial requirements.
- Delivery period shall be 3-5 days upon receipt of Purchase Order.
- Payment shall be at least 30 calendar days upon receipt of Invoice.



APO PRODUCTION UNIT, INC. is an ISO 9005:2015 registered company with certification no. PH1379.