



Republic of the Philippines
CARAGA STATE UNIVERSITY
Ampayon, Butuan City 8600, Philippines
Competence Service Uprightness

BIDS AND AWARDS COMMITTEE



PHONE: 0917 707 8713 Loc. 248 | EMAIL: csuprocurement@carsu.edu.ph

REQUEST FOR QUOTATION

Caraga State University, through its Bids and Awards Committee (BAC), will undertake Small Value Procurement (SVP) Section 34 for the project: **Provision of Semi-Expendable-ICT Equipment Expenses for the Operation CSU Administrative Cost- VPAF, TRF-184-26-07-221** in accordance with the Implementing Rules and Regulations of Republic Act No. 12009.

Approved Budget for the Contract : 279,800.00

Location : Caraga State University - Main Campus, Supply Office

Delivery : Within Thirty (30) days after receipt of P.O. (No deliveries on Weekends and Holidays)

Technical Specifications : Information Technology

Evaluation of Bids : LCRB

Prospective bidders shall accomplish, provide correct and accurate information and submit the duly signed quotation form (Annex "A") not later than 8:00 AM on July 21, 2026 .

Any interlineations, erasures or overwriting shall be valid if they are signed or initialed by the bidder or his/her duly authorized representative/ s. The Caraga State University shall have the right to inspect and/ or test the goods to confirm their conformity to the technical specifications.

Liquidated damages equivalent to one tenth of one percent (0.001) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The Caraga State University shall 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 actions and remedies open to it.

The Caraga State University reserves the right to accept or reject any or all quotations and impose additional terms and conditions as it may deem proper.

REDACTED

ATTY. JANICE C. ENDICO-PAGAS
BAC Chairperson for Goods

REDACTED

Noted:

REDACTED

ALEXANDER T. DEMETILLO, D.Eng
Vice President for Administration and Finance



PO-2026-01505



Caraga State University
Ampayon, Butuan City

QUOTATION



65783

Company Name: _____
Savings/Current Account Name: _____
Savings/Current Account Number: _____

Date: July 15, 2026
PR #: TRF-184-26-07-221
Bank Name & Branch: _____
(Preferably the LBP Servicing bank)

Sir/Madam:

Please give your lowest price for the items listed below using this form. Indicate thereto the brand/model of your offer. Please do not quote if you do not have ready stocks. Quotations must be in accordance with the specifications. Do not offer substitute unless specifically state hereunder.

Kindly submit your price/s inclusive of all taxes in a sealed, signed, stamped envelope not later than _____ to the Procurement Officer of to his duly authorized representative at the above address.

Your preferential attention given is appreciated.

Very truly yours,

REDACTED

ALEXANDER T. DEMETILLO, D.Eng

Vice President for Administration and Finance

ITEM	QTY	UNIT	NAME AND DESCRIPTION OF ARTICLES	UNIT PRICE	TOTAL PRICE
1	1	LOT	DESKTOP COMPUTER DESKTOP COMPUTER *DESKTOP FOR MID-RANGE USERS. *Processor: Minimum 10-core processor (6 Performance Cores + 4 Efficient Cores) *Base frequency: 2.5GHz. *Turbo frequency: 4.6GHz. *Cache: 20MB Cache. *No of cores: 10 cores. *Threads: 16 threads. *Memory: 8GB DDR4, upgradable to 32GB 2 x memory slots. *Display screen: LED monitor 21.5". *Resolution: 1920 x 1080 pixel. *Network interface: gigabit ethernet 10/100/1000, wireless LAN 802.11 AC + bluetooth 5.0. *Standard I/O ports: front; two (2) usb 3.1 gen 1 ports, two (2) usb 3.1 gen 2 ports, one (1) headphone/speaker/jack/combo jack, one (1) microphone-in jack rear, one (1) vga port, one (1) display port, HDMI port, one (1) ethernet RJ-45 port audio jacks, four (4) usb 2.0 ports. *USB optical mouse bundled with mouse pad. *Standard full-sized USB keyboard with numeric keypad. *Operating system: windows 10 professional 64 bit. *Supplier shall respond within 24 hours for any technical assistance/ support either telephone call, email or site visit (for NCR) upon verbal/		

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Delivery Point: Caraga State University - Main Campus, Supply Office
Delivery Period: Within Thirty (30) days after receipt of P.O. (No deliveries on Weekends and Holidays)
Terms of Delivery: FOB Destination
Terms of Payment: The University shall process the payment of the service or item delivered utmost five (5) working days from the submission of all required documents from the supplier's end. Moreover, the supplier is also required to forward to the Office of the University Cashier the original copy of the Official Receipt (OR) utmost seven (7) working days from the receipt of "Notice of Payment Rendered", which shall be issued by the University Cashier. Failure to observe thereof shall be ground for the supplier to be blacklisted.

ALEXANDER T. DEMETILLO, D.Eng
Vice President for Administration and Finance

Subject to 5% withholding tax for VAT registered suppliers and additional 1% withholding tax for contract of P10,000 and above.

As requested, I/We have indicated the Unit Price of the above mentioned articles. I/We hereby certify that the price/s offered is/are true and correct. I/ We further agree to the terms and conditions that shall be imposed by CSU.



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SIGNATURE OVER PRINTED NAME
NAME OF SUPPLIER/DEALER



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Ampayon, Butuan City

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Vice President for Administration and Finance

ITEM	QTY	UNIT	NAME AND DESCRIPTION OF ARTICLES	UNIT PRICE	TOTAL PRICE
			written notification by the End User Agency. *With Authorized Service Center. *Warranty: 3 years parts and labor. *Additional Features: - Energy Star Version 8.0, -Visible On/Off Switch.; Unit: SET; Quantity: 2.00		
			PRINTER (ALL-IN-ONE) * Function: Print, Scan, Copy (Ink tank or equivalent system) * Print Resolution: Up to 5760 × 1440 dpi (color) and 4800 × 1200 dpi (mono) or higher • Duplex Printing: Manual or equivalent • Output Capacity: Minimum 50 sheets • Ink System: Refillable CMYK ink bottles or equivalent • Connectivity: USB 2.0 or higher, Ethernet, Wi-Fi (802.11 b/g/n or higher), Wi-Fi Direct • Control Panel: LCD or equivalent interface • Copy Size: Up to legal size or larger • OS Compatibility: Compatible with major operating systems • Warranty: Minimum 1 year parts and service • Service Requirement: With authorized service center within project area or nearby region; Unit: UNIT; Quantity: 5.00		
			UNINTERRUPTIBLE POWER SUPPLY (UPS) *Capacity1500VA / 1050 Watts Input Voltage Range145V – 295V AC (Auto-sensing)Output Voltage220V / 230V AC ±10% (Battery Mode)Frequency50/60 Hz ± 1 Hz (Auto-sensing)Transfer Time2 to 6		

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Vice President for Administration and Finance

ITEM	QTY	UNIT	NAME AND DESCRIPTION OF ARTICLES	UNIT PRICE	TOTAL PRICE
			milliseconds (Typical)WaveformSimulated Sine Wave (Battery Mode)Battery TypeSealed, maintenance-free lead-acid (typically 12V)Recharge Time9 to 10 hours to full capacity Backup Time6 to 30 minutes (depending on connected computer load)ProtectionOverload, short circuit, automatic self-test, and discharge protection		
			*Note: all equipment shall have a warranty of at least One (1) year. In case of a defect, the Seller/Supplier is obliged to replace (within 30 days) or repair equipment under this warranty.; Unit: UNIT; Quantity: 16.00		

Total Quoted Amount: _____

xxxxxxxxx NOTHING FOLLOWS xxxxxxxxx

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