



REQUEST FOR QUOTATION

Date: April 10, 2026
PR No. 2026-03-601

Company/Business Name: _____
Address: _____
TIN: _____
PhilGEPS Registration Number: _____

The **Catanduanes State University**, through the Bids and Awards Committee (BAC), intends to procure **Network Equipment** with an Approved Budget for the Contract (ABC) of **Three Hundred Seventy Seven Thousand Four Hundred Thirty Seven Pesos and 50/100 (Php377,437.50)** through **Section 34 Small Value Procurement** of the Implementing Rules and Regulations of Republic Act No. 12009.

Please quote your best offer for the item/s described herein, subject to the Terms and Conditions provided as part of this Request for Quotation (RFQ). Submit your quotation duly signed by your authorized representative on or before **April 15, 2026, 11:00 AM** at the Office of the Procurement Unit, 1st Floor, Administration Building, Catanduanes State University, Virac, Catanduanes. Quotations may also be submitted through the email address indicated below.

Interested supplier/service provider shall also submit a copy of the following documents along with the quotation on or before the above specified deadline of submission of quotation:

- a. **Valid Mayor's/Business Permit**
- b. **Valid and updated Certificate of PhilGEPS Registration (for Platinum Membership) or**
- c. **Screenshot of PhilGEPS Registration account, page or dashboard (for Red Membership)**

The supplier/service provider with the Single/Lowest Calculated and Responsive Quotation shall submit its **Notarized Omnibus Sworn Statement** (for ABC's above Php50,000.00) and **Latest Income/Business Tax Returns** (for ABC's above Php500,000.00) within a non-extendible period of five (5) calendar days from receipt of the Notice of Award.

The Head of the Procuring Entity (HOPE) of the CatSU reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract in accordance with Section 70 of the IRR of RA No. 12009.

For any clarification, you may contact the BAC Secretariat at 0997-924-9902 / 0949-136-9639 or send email to catsubacsec@gmail.com.

By the Authority of the Bids and Awards Committee (BAC):

ARTHUR I. TABIRARA, Ph.D.
Chairperson, BAC



PR No. 2026-03-601
 Fund: 164
 End-User: Dr.Ma.CVera/CICT

Date: _____

The Bids and Awards Committee
 Catanduanes State University
 Virac, Catanduanes

Sir/Madam:

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

Item No.	UOM	Description/ Technical Specifications	QTY	Statement of Compliance	Offered Brand/Model	Unit Cost (VAT inclusive)	Total Cost (VAT inclusive)
		Procurement of Network Equipment for College of Information and Communications Technology					
1	Unit	16-Port PoE Switch 10/100/1000Mbps Fast Ethernet Switch TECHNICAL SPECIFICATIONS Layer : Layer 2 Managed : No Switching Capacity : 7.2 Gbps Packet Forwarding Rate : 5.3568 Mpps Packet Buffer Memory : 4 Mbit MAC Table Size : 8K Standard Power Supply : Yes PoE : Yes Ethernet Port : 16 Optical Port : 2 Ethernet Port Rate : 100 Mbps Optical Port Rate : 1 Gbps Number of Bussiness Card Slots ; "Port 1-16: 16 x RJ45 10/100 Mbps 17-18: 2 x RJ45 10/100/1000 Mbps (uplink) Port 17-18:2 x SFP 1000 Mbps (uplink) (combo)" Power supply : 1 OOV AC-240V AC Dimensions : 440 mm x 300 mm x 44 mm (17.32" x 11.81" x 1.73") Packaging Dimensions : 527 mm x 412 mm x 110 mm (20.75" x 16.22" x 4.33") VI-AN : Port Isolation	4				
2	Unit	NVR55216-4KS2 8/16/32 Channel IU 2HDDs 4K & H.265 Pro Network Video Recorder	1				
3	Unit	16 Core ROUTER Hardware Description Architecture ARM 64bit, CPU: AL73400, CPU core count 16, CPU nominal frequency 2000 MHz Switch chip model: 98DX3255 Dimensions: 443 x 199 x 44 mm RouterOS license: 6 Operating System: RouterOS v7 Size of RAM: 16 GB Storage size: 128 MB Storage type: NAND MTBF Approximately 200'000 hours at 25C	1				





		& Tested ambient temperature -20°C to 600C IPsec hardware acceleration Yes Powering Details Number of AC inputs 2 AC input range 100-240 Max power consumption 83 W Max power consumption without attachments 60 W Cooling type 4 fans Ethernet Details 1 0/1 00/1000 Ethernet ports 13 Fiber Details sFp+ ports 4 Peripherals Details Serial console port RJ45				
4	Unit	24-Port Gigabit 1.2 Managed Switch with 4 SFP Slots HARDWARE FEATURES Interface: 24x 10/100/1000 Mbps RJ45 ports . 4x Gigabit SFP Slots • 1x RJ45 Console Port • 1 x Micro-USB Console Port Fan Quantity: Fanless Power supply 100-240 V AC-50/60 Hz Dimensions (W x D x H) : 17.3 x 7.1 x 1.7 in (440 x 180 x 44 mm) Mounting Rack Mountable Max Power Consumption: V1 : 19.22 W (110 V/60 Hz). V2: 19.9 W (220 V/50 Hz) Max Heat Dissipation: V1: 65.58 BTU/hr (110 V/60 Hz)• V2: 67.73 BTU/h (220 V/50	10			

Mode of Evaluation:	Lot
Delivery Period:	Within Twenty Five (25) Calendar Days upon receipt of Purchase Order

FINANCIAL OFFER:

Approved Budget for the Contract	Total Offered Quotation (inclusive of VAT)
Three Hundred Seventy Seven Thousand Four Hundred Thirty Seven Pesos and 50/100 (PhP377,437.50)	In words: _____ _____ In figures: _____

 Signature over Printed Name

 Position/Designation

 Office Phone/Mobile No.

 Email Address



INSTRUCTIONS

1. Do not alter the contents of this form in any way.
2. The use of this RFQ is highly encouraged to minimize errors or omissions of the required mandatory provisions. If another form is used other than the RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions below.
3. All technical specifications must be complied with. Failure to comply with any of the mandatory requirements shall render the quotation ineligible/disqualified.
4. Quotations maybe submitted through electronic mail @ catsubacsec@gmail.com.
5. Quotations. Including documentary requirements, received after the deadline shall not be accepted.

TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or their authorized representative/s.
3. Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each Specification.
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the CatSU shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning supplier/provider in accordance with GPPB Circular 06-2005.
7. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Payment shall be processed after delivery and upon submission of the required supporting documents, in accordance with existing government accounting rules and regulations.
10. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day to day. The CatSU may 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 action and remedies open to it.
11. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 12009 and its IRR.