



LBP LEASING AND FINANCE CORPORATION
(A LANDBANK Subsidiary)

15th Floor SycipLaw Centre Bldg, #105 Paseo de Roxas St. 1226 Makati City
Telephone Number 8818-2200/ Fax Number 819-6176

INVITATION TO QUOTE FOR PROCUREMENT OF ONE (1) MULTIMEDIA LAPTOP UNIT
(LLFC-CAP-25-004)

REQUEST FOR QUOTATION (Small Value Procurement)

LBP Leasing and Finance Corporation (LLFC) through its Bids and Awards Committee (BAC) will undertake a Small Value Procurement in accordance with Section 53.0 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Name of the Project	Procurement of One (1) Multimedia Laptop Unit (LLFC-CAP-25-004)
Approved Budget of the Contract (ABC)	One Hundred Thousand Pesos (PhP100,000.00)

BACKGROUND

A multimedia laptop is a computer system designed to meet the demanding needs of users involved in multimedia creation, editing, and consumption. The key objectives of a multimedia laptop include high performance with a focus on powerful processors and dedicated graphics cards, ample RAM capacity for multitasking and handling large multimedia files, and generous storage capacity with a combination of fast solid-state drives (SSDs) and large-capacity hard disk drives (HDDs).

OBJECTIVES

The objective of this procurement is to provide sufficient processing power, including a fast CPU and GPU, to handle resource-intensive multimedia applications seamlessly. This is crucial for tasks like video editing, graphic design, and high-resolution image editing.

SPECIFICATIONS

Full specifications of Multimedia Desktop	
Quantity	1 unit
Operating System	Windows 11 Pro
Processor	AMD Ryzen™ 7 7435HS (8C / 16T, 3.1 / 4.5GHz, 4MB L2 / 16MB L3)
Graphics	NVIDIA® GeForce RTX™ 4050 6GB GDDR6, Boost Clock 2370MHz, TGP 105W
Display	15.6" FHD (1920x1080) IPS 300nits Anti-glare, 100% sRGB, 144Hz, G-SYNC
Memory	28GB (16GB x 12GB) SO-DIMM DDR5-4800
Storage	1TB SSD M.2 2242 PCIe® 4.0x4 NVMe®
Dimensions (WxDxH)	359.86 x 258.7 x 21.9-23.9 mm (14.17 x 10.19 x 0.86-0.94 inches)
Weight	2.38 kg (5.25 lbs)
WLAN + Bluetooth	Wi-Fi® 6, 802.11ax 2x2 + BT5.2
Touchpad	Buttonless Mylar® surface multi-touch touchpad, supports Precision TouchPad (PTP), 75 x 120 mm (2.95 x 4.72 inches)
Keyboard	White Backlit
Case Color	Luna Grey
Case Material	PC-ABS (Top), PC-ABS (Bottom)
Security Chip	Firmware TPM 2.0 Enabled
Standard Ports	3x USB-A (USB 5Gbps / USB 3.2 Gen 1) 1x USB-C® (USB 10Gbps / USB 3.2 Gen 2), with PD 140W and DisplayPort™ 1.4 1x HDMI® 2.1, up to 8K/60Hz 1x Headphone / microphone combo jack (3.5mm) 1x Ethernet (RJ-45) 1x Power connector

Warranty	2 years
Bundled Accessories	1x Backpack
	1x H210 Headset
	1x 510 Wireless Combo Keyboard and Mouse
Delivery Period	Fifteen (15) calendar days upon receipt of Purchase Order (P.O.) and Notice to Proceed

1. Please accomplish the following:
 - a.) Price Quotation Form (Annex "A") together with the supplier's official proposal/quotation
 - b.) Statement of Compliance under Schedule of Requirements and Technical Specifications (Annex "B")
 - c.) Original and notarized Omnibus Sworn Statement (Annex "C")

Submit in a sealed envelope to LBP Leasing and Finance Corporation office located at 15th Floor, SyCip Law Centre Bldg, #105 Paseo de Roxas St., Makati City **on or before February 10, 2025, 05:00PM** together with the **Certified True Copies** of the following **Eligibility documents**:

- a.) Valid and current year Mayor's Permit or proof of application
 - b.) Valid and current PhilGEPS Registration Number
 - c.) DTI/SEC Registration (for Partnership/Corporation)
 - d.) Latest Tax Clearance per E.O. 398, series of 2005
2. All quotations must include all applicable taxes and shall be valid for a period of thirty (30) calendar days from the deadline of submission of quotations. Quotations received in excess of the approved budget shall be automatically rejected.
 3. Liquidated damages equivalent to one tenth (1/10) of the one percent (1%) of the value of Purchase Order not completed within the prescribed completion period shall be imposed per day to day of delay. LLFC may rescind the agreement once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of purchase order, without prejudice to other courses of action and remedies open to it.
 4. The project shall be awarded to the proponent determined to have submitted the complete and lowest quotation including compliance to the Schedule of Requirements and Eligibility documents.
 5. The prospective bidder shall be a Filipino citizen/sole proprietorship/partnership/Corporation duly organized under the laws of the Philippines.
 6. LLFC reserves the right to reject any or all quotations at any time prior to award of the project without thereby incurring any liability to the affected proponents and to waive any minor defects therein to accept the quotation as may be considered more advantageous to the Government.
 7. Terms of payment shall be within thirty (30) calendar days from date of acceptance. The procurement of LLFC is subject to a final VAT withholding of five percent (5%) in addition to the applicable withholding tax.

For further information, please visit LBP Leasing and Finance Corporation office or contact the BAC Secretariat Ms. Jose Emmanuel I. Guerrero at telephone number 8818-2200 loc. 231 or send e-mail to procurement@lbpleasing.com

Date of issue: 06 February 2025

(Sgd.)
MS. RIZA M. HERNANDEZ
CHAIRPERSON
BIDS AND AWARDS COMMITTEE

**TERMS OF REFERENCE
FOR LBP LEASING AND FINANCE CORPORATION**

PROJECT NAME	:	Procurement of One (1) Multimedia Laptop Unit
APPROVED BUDGET FOR THE CONTRACT	:	One Hundred Thousand Pesos (Php 100,000.00) inclusive of all applicable taxes
MODE OF PROCUREMENT	:	Small Value Procurement

I. SUMMARY

A multimedia laptop is a computer system designed to meet the demanding needs of users involved in multimedia creation, editing, and consumption. The key objectives of a multimedia laptop include high performance with a focus on powerful processors and dedicated graphics cards, ample RAM capacity for multitasking and handling large multimedia files, and generous storage capacity with a combination of fast solid-state drives (SSDs) and large-capacity hard disk drives (HDDs).

II. OBJECTIVES

The objective of this procurement is to provide sufficient processing power, including a fast CPU and GPU, to handle resource-intensive multimedia applications seamlessly. This is crucial for tasks like video editing, graphic design, and high-resolution image editing.

III. SCOPE OF WORK

Full specifications of Multimedia Desktop	
Quantity	1 unit
Operating System	Windows 11 Pro
Processor	AMD Ryzen™ 7 7435HS (8C / 16T, 3.1 / 4.5GHz, 4MB L2 / 16MB L3)
Graphics	NVIDIA® GeForce RTX™ 4050 6GB GDDR6, Boost Clock 2370MHz, TGP 105W
Display	15.6" FHD (1920x1080) IPS 300nits Anti-glare, 100% sRGB, 144Hz, G-SYNC
Memory	28GB (16GB x 12GB) SO-DIMM DDR5-4800
Storage	1TB SSD M.2 2242 PCIe® 4.0x4 NVMe®
Dimensions (WxDxH)	359.86 x 258.7 x 21.9-23.9 mm (14.17 x 10.19 x 0.86-0.94 inches)
Weight	2.38 kg (5.25 lbs)
WLAN + Bluetooth	Wi-Fi® 6, 802.11ax 2x2 + BT5.2
Touchpad	Buttonless Mylar® surface multi-touch touchpad, supports Precision TouchPad (PTP), 75 x 120 mm (2.95 x 4.72 inches)
Keyboard	White Backlit
Case Color	Luna Grey
Case Material	PC-ABS (Top), PC-ABS (Bottom)
Security Chip	Firmware TPM 2.0 Enabled
Standard Ports	3x USB-A (USB 5Gbps / USB 3.2 Gen 1) 1x USB-C® (USB 10Gbps / USB 3.2 Gen 2), with PD 140W and DisplayPort™ 1.4 1x HDMI® 2.1, up to 8K/60Hz 1x Headphone / microphone combo jack (3.5mm) 1x Ethernet (RJ-45) 1x Power connector
Warranty	2 years

**TERMS OF REFERENCE
FOR LBP LEASING AND FINANCE CORPORATION**

Bundled Accessories	
	1x Backpack
	1x H210 Headset
	1x 510 Wireless Combo Keyboard and Mouse

IV. DELIVERABLES

Multimedia laptop unit shall be delivered not later than Fifteen (15) calendar days.

V. CONTRACT PAYMENT SCHEME

The supplier will be paid within 30 days after delivery.

VI. DATA PRIVACY ACT

The supplier must comply with the requirements of the Data Privacy Act.

Price Quotation Form

Date:

MS. RIZA M. HERNANDEZ

Chairperson, Bids and Awards Committee
 LBP Leasing and Finance Corporation (LLFC)
 15th Flr., Sycip Law Center, #105 Paseo de Roxas St.,
 Makati City

Dear **Ms. Hernandez**:

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ), hereunder is our quotation/s for the item/s as follows:

Description/ Specifications:	Qty.	Unit Price (P)	Total Price (P)
(In details)			
Amount in Words: _____ _____			
Warranty			

The above-quoted prices are inclusive of all costs and applicable taxes. Delivery to **LBP Leasing and Finance Corporation** shall be within fifteen (15) calendar days upon receipt of Purchase Order (P.O.) and Notice to Proceed.

Very truly yours,

 Printed Name over Signature of Authorized Representative

 Name of Company

 Contact No./s

***Please submit all the required eligibility documents together with the Annexes "A, B and C"**

Schedule of Requirements and Eligibility Requirements

Bidders must state “**Comply**” in the column “Statement of Compliance” against each of the individual parameters.

Requirements		Statement of Compliance
Multimedia Desktop Unit		
Quantity	1 unit	
Operating System	Windows 11 Pro	
Processor	AMD Ryzen™ 7 7435HS (8C / 16T, 3.1 / 4.5GHz, 4MB L2 / 16MB L3)	
Graphics	NVIDIA® GeForce RTX™ 4050 6GB GDDR6, Boost Clock 2370MHz, TGP 105W	
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Security Chip	Firmware TPM 2.0 Enabled	
Standard Ports	3x USB-A (USB 5Gbps / USB 3.2 Gen 1) 1x USB-C® (USB 10Gbps / USB 3.2 Gen 2), with PD 140W and DisplayPort™ 1.4 1x HDMI® 2.1, up to 8K/60Hz 1x Headphone / microphone combo jack (3.5mm) 1x Ethernet (RJ-45) 1x Power connector	
Warranty	2 years	
Bundled Accessories	1x Backpack	
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	1x 510 Wireless Combo Keyboard and Mouse	
Delivery Period	Fifteen (15) calendar days upon receipt of Purchase Order (P.O.) and Notice to Proceed	
Eligibility Requirements (Certified True Copies only) :		
1. Valid and Current Year Mayor’s Permit or proof of application		
2. Valid and Current PhilGEPS Registration Number		
3. DTI / SEC Registration (for Partnership / Corporations)		
4. Latest Tax Clearance per E.O. 398, series of 2005		
5. Notarized Omnibus Sworn Statement (Annex C)		

I hereby certify to comply and deliver all the above Schedule of Requirements.

Name of Company
/Bidder

Signature over Printed Name of
Authorized Representative

Date

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
 CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. *Select one, delete the other:*

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. *Select one, delete the other:*

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized *Special Power of Attorney*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *Select one, delete the rest:*

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ____ at _____.

Witness my hand and seal this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ *[date issued]*, *[place issued]*

IBP No. _____ *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

* This form will not apply for WB funded projects.