



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY

REQUEST FOR QUOTATION¹

The **Philippine Statistics Authority (PSA)**, through its Bids and Awards Committee, intends to procure **Comprehensive Maintenance of PSA Videoconference Equipment**, which will be undertaken in accordance with **Section 53.9 (Small Value Procurement)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, with an Approved Budget of the Contract (ABC) in the amount of **Seven Hundred Eight-Five Thousand Pesos Only (Php785,000.00)**.

Please quote your **best offer** for the **item/s described herein**, subject to the Terms and Conditions provided below. Submit your quotation duly signed by you or your duly authorized representative **not later than 29 October 2020 at 11:00AM** through email at **bac-secretariat@psa.gov.ph**.

For any clarification, you may contact us at telephone no. **(02) 8374-8283** or email address at **bac-secretariat@psa.gov.ph**.


MINERVA ELOISA P. ESQUIVIAS

Chairperson, Bids and Awards Committee

TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation which complies with the technical specifications, and other terms and conditions stated herein.
6. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PSA shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The PSA shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e. Order Slip and/or Billing statement, by the supplier. Our Government Servicing Bank, i.e. the Land Bank of the Philippines, shall credit the amount due to the identified bank account of the supplier **not earlier than twenty four (24) hours, but not later than forty-eight (48) hours**, upon receipt of our advice. Please note that the **corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier**.
11. 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 PSA 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 action and remedies open to it.

The following documents are likewise required to be submitted on the specified deadlines:

Document	Deadline	Remarks
Copy of 2020 Mayor's or Business Permit or Valid PhilGEPS Registration (Platinum Membership)	Not later than <u>29</u> October 2020 at <u>11</u> AM (together with quotation)	In case not yet available, you may submit your expired Business or Mayor's permit with Official Receipt of renewal application, however, a copy of your 2020 Business and Mayor's Permit shall be required to be submitted after award of contract but before payment .
Notarized Omnibus Sworn Statement (GPPB-prescribed form)	Prior to award	If unable to have the document notarized, you may submit an unnotarized Omnibus Sworn Statement , subject to compliance therewith after award of contract but before payment .

¹ As of 02 October 2020



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

Item(s) and specification(s) Minimum	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (pls. check)	
					Yes	No
Comprehensive Maintenance of PSA Videoconference Equipment (8 months) Technical Specifications: <ul style="list-style-type: none"> - Cisco Enrollment - Unlimited corrective maintenance/repair activity (when applicable) - Preventive maintenance activity - Twenty-four (24) hours by seven (7) days availability of service desk - Twenty-four (24) hours by seven (7) days availability of technical support - One (1) hour response time for phone support - If issue is not resolved through phone support within three (3) hours from the time the issue was raised, ticket must be endorsed for onsite support Equipment to be enrolled: <ol style="list-style-type: none"> 1. Cisco TelePresence Shared Multiparty Shared Multiparty License for 1 Concurrent Meeting for XC/TS License Key Software Encrypted SN: 6858J2065A4 Cisco Meeting Server PAK SN: 7971J324DF7 Expressway Series, 	unit	1	₱ _____	₱ _____	()	()

<p>Expressway-E PAK SN: 6858J253C00 Conductor License for Base Encrypted Software Image SN: 6611J20A9B9 TMS Serial Number included with Base Software SN: 80A76025 License Key Software Encrypted SN: 6858J784336 TMS PAK for Configuration Use SN: 7531JD85A49 Cisco Telepresence Conductor base software image v4.x Conductor License Base Encrypted Software Image SN: 6611J6A164C Software Image for Expressway with Encryption, Version X8 Expressway Series, Expressway E-PAK SN: 7531J3A2662</p>					
<p>2. Cisco Business Edition 6000-Electronic SW Delivery –Top Level Software Image for Expressway with Encryption, Version X8 Cisco Business Edition 6000 – PAK Single Fulfillment SN: 6861J646824 Business Edition 6000 V11 export restricted software</p>					
<p>3. Catalyst 2960-X 24 GigE, 4 x 1G SFP, LAN Base SN: FOC2051S113</p>					
<p>4. Cisco Multiparty Media 410v Server SN: FCH2047V0LF</p>					

<p>5. 17X SX10 HD with wall mount, int 5x cam, mic and power supply</p> <p>SN: FTT2101X1R0 SN: FTT2101X1Q7 SN: FTT2101X1Q8 SN: FTT2101X1QZ SN: FTT2101X1R2 SN: FTT2101X1Q4 SN: FTT2101X1QQ SN: FTT2101X1R4 SN: FTT2101X1Q5 SN: FTT2101X1R5 SN: FTT2101X1QA SN: FTT2101X1R1 SN: FTT2101X1QP SN: FTT2101X1Q9 SN: FTT2101X1QY SN: FTT2101X1Q6 SN: FTT2101X1R3</p> <p>6. SX20 with 12X cam, 2 mic, remote and CE9 SN: FTT2102X1K1</p> <p>7. 4X Cisco Business Edition 6000M Svr (M4) SN: FCH2049V0XE SN: FCH2047V1PJ SN: FCH2049V0A0 SN: FCH2050V1Q6</p>				<p>Total amount in words: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	
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Printed Name of authorized representative/Signature _____

Position: _____

Name of Company _____

Address: _____ Email Address: _____

Fax No. _____ Tel No.: _____ Cellphone No. _____

Date: _____