

**REQUEST FOR QUOTATION**

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Date : **November 20, 2012**

Project Title : **Supply and Delivery of One (1) Virtualization Server License, compatible with those used in PAGCOR**

ITB No. : **11-148-2012**

Approved Budget : **Seventy Seven Thousand Pesos (PhP 77,000.00), VAT - Exclusive, Zero Rated Transaction**

Deadline for submission of Quotation : **November 27, 2012 / 10:00 a.m. (SEALED QUOTATION)**  
: BSU Room, 2<sup>nd</sup> Floor, Procurement Department, PAGCOR House, #1330 Roxas Boulevard, Ermita, Manila

Opening of Quotation : **November 27, 2012 / 10:00 a.m. onwards**  
: Please address the envelope containing the accomplished RFQ form and required documents at BSU Room, Rm. 205, 2<sup>nd</sup> Floor, PAGCOR House, #1330 Roxas Boulevard, Ermita, Manila

Sir / Madame:

In accordance with the Technical Specifications, Scope of Work, Schedule of Requirements, Schedule of Payment and Additional Requirements for the aforementioned project stated herewith, kindly fill up and submit your lowest quotation on the item/s / services stated below.

For any inquiries or clarification please feel free to contact the BAC Secretariat Unit at telephone number 521-1542 local 233 and look for Ms. Jez A. Cristobal.

Thank you.

**(SGD)**  
**MA. REINA G. CARREON**  
Assistant Vice President  
Procurement Department

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Dear Ms. Carreon:

In accordance with your request, the following is our quotation for your requirement:

<b>Technical Specifications</b>		
<b>Quantity</b>	<b>Description:</b>	<b>Offered Technical Specifications</b>  <b>Please fill up each column with either: "Comply" or "Not Comply"</b>

<b>VIRTUALIZATION SERVER LICENSE</b>		
<b>One (1) License</b>	Virtualization Server License, compatible with those used in PAGCOR	
<b>Additional Terms and Conditions:</b>		
	The winning bidder shall provide the following technical support: <ul style="list-style-type: none"> <li>• <b>24x7 available technical support</b></li> <li>• <b>One (1) hour response time upon receipt of call</b></li> <li>• <b>Two (2) hours onsite support</b></li> </ul>	

<b>Schedule of Requirements</b>			
<b>Description</b>	<b>Quantity</b>	<b>Total</b>	<b>Delivered, Weeks/Months</b>
<b>VIRTUALIZATION SERVER LICENSE</b> <ul style="list-style-type: none"> <li>• <b>Virtualization Server License, compatible with those used in PAGCOR</b></li> </ul>	One (1) License	One (1) License	Within <b>thirty (30) c.d.</b> from the effectivity date specified in the Notice to Proceed

<b>Financial Offer / Quotations</b>		
<b>Quantity</b>	<b>Technical Description</b>	<b>Total Cost</b>
		<i>Please State Amount in Word and in Figures</i>
One (1) license	Virtualization Server License, compatible with those used in PAGCOR	PhP _____
<b>GRAND TOTAL COST, VAT Exclusive, Zero-Rated Transaction</b>		PhP _____

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Amount in Words of Grand Total Cost, (VAT-Exclusive, Zero-Rated transaction)

**VALIDITY OF OFFER:** One Hundred Twenty (120) calendar days from the Date of Receipt and Opening of Quotations

## **ADDITIONAL REQUIREMENTS:**

Upon submission of the quotation, kindly include the following documents:

1. Valid PAGCOR's Certificate of Registration (for PAGCOR registered suppliers);  
Or (for non-registered suppliers)
  - 1.1. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives, or any proof of registration; and
  - 1.2. Valid Mayor's Permit issued by the city or municipality where the principal place of business of the bidder is located

Note: The non-registered winning bidder must be able to submit a valid PAGCOR's Certificate of Registration within seven (7) calendar days from receipt of the Notice of Award;

2. Valid Tax Clearance Certificate issued by the Collection Enforcement Division of the Bureau of Internal Revenue (BIR) National/Central Office, BIR Road, Diliman Quezon City pursuant to Executive Order (E.O.) No. 398, Revenue Regulation (R.R.) No. 03-2005 and Revenue Memorandum Circular (RMC) No. 16-2005;
3. Latest Income and Business Tax Returns either manually or electronically filed and paid through the Electronic Filing Payment System (EFPS) per E.O. 398, RR 03-2005 and RMC 16-2005; and
4. Valid Philippine Government Electronic Procurement System (PhilGEPS) Registration Certificate.

## **NOTES:**

1. Bidders shall provide correct and accurate information required in this form.
2. Quotations submitted exceeding the Approved Budget for the Contract shall be rejected.
3. The prices quoted are to be paid in Philippine Currency VAT-Exclusive, Zero-Rated transaction.
4. All prices quoted are INCLUSIVE of all applicable duties, government permits, fees, and other charges relative to the acquisition and delivery of items to PAGCOR, but VAT-Exclusive, Zero-Rated Transaction.
5. For the purpose of standardization of quotations, this RFQ Form will prevail over all kinds and forms of quotation. In case of price discrepancy over the amounts in words and in figures, the amount in words will prevail.
6. Award of contract shall be made to the lowest calculated quotation, which complies with the minimum technical specifications and other terms and conditions stated herein.

7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
8. The goods shall be delivered at PAGCOR, Old Corporate Office, #1330 Roxas Boulevard, Ermita, Manila.
9. PAGCOR shall have the right to inspect the goods for completeness and compliance to technical specifications at the delivery site.
10. The supplier agrees to pay a penalty of one-tenth of one percent (1/10 of 1%) of the unperformed portion for each day of delay, including non-working days (i.e. Saturday and Sunday), legal holidays or special non-working holidays. PAGCOR 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.
11. Other terms and conditions are stated in the Annex A (Terms and Conditions) of the Purchase Order Form.

**BIDDER'S COMMITMENT:**

We hereby agree and bind ourselves to the terms and conditions herein specified, to the manner of bidding and evaluation set up by the Bids and Awards Committee, to the provisions of the attached Annex A of the Purchase Order form and to the rules and regulations of the Government and PAGCOR.

We understand that PAGCOR is not bound to accept the lowest or any quotation it may receive.

Very truly yours,

\_\_\_\_\_  
Signature over Printed Name / Date  
TIN: \_\_\_\_\_

\_\_\_\_\_  
Position

\_\_\_\_\_  
Company Represented  
TIN: \_\_\_\_\_

\_\_\_\_\_  
Address / Tel. No. / Fax No.