



Republic of the Philippines
Department of Agriculture
AGRICULTURAL CREDIT POLICY COUNCIL
28/F One San Miguel Avenue (OSMA) Bldg.,
San Miguel Avenue corner Shaw Blvd.,
Ortigas Center 1605 Pasig City
Tel. Nos. 8634-3320 to 21; 8634-3326 / Fax Nos. 8634-3319; 8584-3691



Management
System
ISO 9001:2015
www.tuv.com
ID 9108657900



Date: January 20, 2023
RFQ No. 2023 - 001

REQUEST FOR QUOTATION (RFQ)

The Agricultural Credit Policy Council (ACPC) through its Bids and Awards Committee (BAC), intends to procure:

STRUCTURED CABLING SYSTEM FOR THE 28TH FLOOR OF ACPC OFFICE

Approved Budget for the Contact : PhP 500,000
Purchase Request/s No : 2023-01-034
Mode of Procurement : NP-Small Value Procurement (Sec. 53.9)

Interested bidders/supplier of known qualifications are hereby invited to submit quotation signed by its authorized representative at the below address and/or thru email to the following addresses:

Agricultural Credit Policy Council
28F One San Miguel Ave. Building, San Miguel
Ave. cor. Shaw Blvd., Ortigas Center, Pasig City

Rachel A. Bustamante
Chair, BAC Secretariat
procurement@acpc.gov.ph

Supplier who will submit proposals with the **lowest calculated quotations shall be selected**. A copy of the following documentary requirements as prescribed in the IRR of RA 9184 for NP-Small Value Procurement (Sec 53.9) shall be submitted on or before **January 25, 2023 (Wednesday), 9AM.**

1. Mayor's/Business Permit
2. PhilGEPS Registration Certificate
3. DTI/SEC Registration
4. Latest Income Tax Return
5. Notarized Omnibus Sworn Statement
6. PCAB License

INSTRUCTION TO SUPPLIER

- Submit your quotation using the prescribed **Quotation Form** (Annex A of the RFQ).
- Accomplish the Quotation Form and do not alter the contents of the form in any way.
- Non-compliance with the submission of the **accomplished prescribed/standard Quotation Form** and **Documentary Requirements within the prescribed deadline** shall automatically be disqualified.

Very truly yours,

DIR. MAGDALENA S. CASUGA
BAC CHAIRPERSON

QUOTATION FORM

Name of Company : _____
Address : _____
Contact Person : _____
Contact Number : _____
Email address : _____
TIN : _____

After having carefully read and accepted the Terms and Conditions of this RFQ specified Annex B, hereunder is our quotation/s for the item as follows:

STRUCTURED CABLING SYSTEM FOR THE 28TH FLOOR OF ACPC OFFICE (ABC: PHP 500,000.00)					
Item No.	Description	Qty	Unit	Unit Cost	Total Price
I.	PRELIMINARIES				
1	Mobilization and Demobilization	1	Lot		
2	Project Supervision	1	Lot		
				SUB-TOTAL (I)	
II.	SCS System				
	Panduit UTP Cable Cat6 Blue-Netkey	3	Rolls		
	Panduit Information Outlet Cat6	16	Pcs		
	Panduit Patch Cord Cat 6 (3 meters)	19	Pcs		
	Panduit Patch Panel Loaded 24ports	1	Set		
	Cable Tray 100mx100mx8mm w/ cover coupling (black)	4	Pcs		
	IMC Pipe 1/2" with connectors	15	Pcs		
	Metal Flexible, Hangers and supports, consumables and miscellaneous materials to finish this scope	1	Lot		
	Labor and engineering for roughing-ins & Cabling Installation for Wi-fi, CCTV and Printers Termination, Testing and Commissioning	1	Lot		
	Nothing Follows			SUB-TOTAL (II)	
	Price Proposal must be VAT Inclusive			TOTAL COST	

I hereby certify to comply and deliver all the above requirements.

Signature over Printed Name

Position and Designation

Date

TERMS AND CONDITION

I. VALIDITY OF PRICE QUOTATIONS AND OTHER IMPORTANT REMINDERS

- Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies Payable.
- Price validity shall be valid for a period of thirty (30) calendar days from the date of submission.
- Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for equipment, three (3) years for IT equipment from date of acceptance by the end-user.
- Quotations exceeding the Approved Budget for the Contract shall be rejected.
- The bidders are required to submit brochures, pictures and technical data pertaining to the brand and model of the item being offered.
- In case two or more bidders are determined to have submitted the Lowest Calculated Quotation, ACPC shall adopt a tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- Award of Contract shall be made to the supplier/bidder with the lowest quotation and who has complied with the minimum technical specifications and other terms and conditions stated herein.

II. DOCUMENTARY REQUIREMENTS

The following Eligibility Requirement must be submitted along with your quotation:

- a. Mayor's/Business Permit
- b. PhilGEPS Registration Certificate
- c. SEC/DTI Registration
- d. Latest Income Tax Return
- e. Omnibus Sworn Statement
- f. PCAB License

III. ADDITIONAL REQUIREMENTS NEEDED BY THE END-USER

- a. Conducted at least 3 similar activities for the past 3 years

IV. DELIVERY SCHEDULE AND ACCEPTANCE

- The duration to complete the project shall be based on the timeline of the ongoing office renovation.
- The items shall be delivered according to the requirements specified herein.
- ACPC shall have the right to inspect and/or to test the goods to confirm their conformity to the specifications. Supplier shall, within 3 calendar days from notice, replace all defective items at no cost to the ACPC.

V. PAYMENT TERMS AND LIQUIDATED DAMAGES

- Payment shall only be processed after the submission of billing statement/invoice and upon completion of delivery of all services listed in the Purchase Order/ Contract as well as upon inspection and acceptance of the goods by the end-user.
- 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 of delay.

VI. DEADLINE OF SUBMISSION

- Quotations duly signed by the supplier's authorized representative should be submitted to the **BAC Secretariat** not later than **January 25, 2023 (Wednesday), 9AM** through a sealed envelope at the ACPC office in 28F One San Miguel Ave. Building, San Miguel Ave. cor. Shaw Blvd., Ortigas Center, Pasig City or through email. Quotations submitted after the said deadline shall not be accepted and considered. Any erasures or overwriting shall be valid only if these are signed or initialed by the bidder or his/her authorized representative/s.

I hereby declare that I understand and acknowledge the terms and conditions listed.

Signature over Printed Name

Position and Designation

Date