



**BIDS AND AWARDS COMMITTEE**

**REQUEST FOR QUOTATION**

AMP No. 2023-011

02 February 2023

The Securities and Exchange Commission (SEC), through its Bids and Awards Committee (BAC), will undertake a **Negotiated Procurement – Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services** for the lot below in accordance with Section 53.6 of the revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (RA 9184).

Lot	Description	Approved Budget for the Contract (inclusive of VAT)
1	Subscription to CD Asia Online	<b>Php1,100,000.00</b>

You are requested to submit **Price Quotation (use Attachment 1)** on or before the deadline.

You shall be required as condition for the issuance of Notice of Award the submission of the following, or its equivalent, unless the requirements were already submitted as part of the quotation or were previously submitted as part of another bid:

1. Valid Mayor's/Business Permit or any equivalent document;
2. PhilGEPS Registration Number; and
3. Latest Income Tax Return or any equivalent document..

*Notes:*

*Certificate of Platinum Membership may be submitted in lieu of the document numbers 1 and 2.*

Other terms and conditions are stated under Attachment 3 which forms part of this RFQ.

**Submission of duly signed Price Quotation Form and other documents shall not later than 5:00 P.M. of 08 February 2023 (Wednesday) at the Procurement Division, 7F The SEC Headquarters, Makati Avenue, Salcedo Village, Bel-Air, 1209 Makati City. Submission may be done electronically or via email (fpbaluyot@sec.gov.ph).**

In congruence with Section 53.6 of the 2016 Revised IRR of RA 9184, due to the nature of the information to be disseminated, alongside principles of transparency, efficiency and economy, award will be made to more than one (1) supplier.

The SEC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

  
**ARMANDO A. PAN, JR.**  
Chairman

**PRICE QUOTATION FORM  
AMP No. 2023-011**

Date: \_\_\_\_\_

THE BIDS AND AWARDS COMMITTEE c/o  
PROCUREMENT DIVISION  
7<sup>th</sup> Floor, The SEC Headquarters, Makati Avenue  
Makati City 1209

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price proposal for the lot identified below:

Lot No.	QTY	Technical Specifications/ Terms of Reference / Description	Unit Price	Total Price (VAT inclusive)
1	1 lot	Subscription to CD Asia Online <i>See Annex 1 for Technical Specifications, which forms part of the quotation.</i>	P _____	P _____
<b>TOTAL</b>				P _____

**AMOUNT IN WORDS:** \_\_\_\_\_  
\_\_\_\_\_ (VAT inclusive)

The above-quoted price is inclusive of all costs and applicable taxes.

Very truly yours,

**AUTHORIZED REPRESENTATIVE:**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

**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 which shall be in Philippine peso shall include all taxes, duties and/ or levies payable.
4. Quotation/s exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the Single/Lowest Calculated and Responsive Quotation (for goods and infrastructure) or, the Highest Rated Quotation (for consulting services).
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. The item/s shall be delivered according to the accepted technical proposal and specified in the Notice of Award.
8. Brand of the offer, if required, should be indicated as part of the bid. Non-indication of the brand may be considered as ground for disqualification. Sample, if required, shall also be submitted as part of the quotation. Non-submission of sample may be considered as ground for disqualification.
9. The SEC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case two or more bidders are determined to have submitted the Lowest Calculated and Responsive Quotation, the rules on Tie-Breaking as provided under the existing rules shall be observed to arrive at the LCRQ.
11. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with the existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be to the contractor's account.**
12. 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 for day of delay. The SEC shall rescind the contract once the commutative 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.

## TECHNICAL SPECIFICATIONS

### SUBSCRIPTION SPECIFICATIONS

The subscription shall include access to the following contents:

#### Major Libraries

- 1) *Laws* - The most comprehensive compilation of laws, statutes, presidential issuances, administrative issuances, implementing rules and regulations, Supreme Court issuances, treaties and international agreements.
- 2) *Taxation* - An omnibus reference on taxation matters that includes rulings, opinions, memoranda and circulars issued by BIR. Also featured are taxation-related laws, jurisprudence (from the Supreme Court, Court of Appeals and Court of Tax Appeals) and executive issuances as well as international tax treaties, zonal valuations and ordinances.
- 3) *Jurisprudence* - A collection of the text of Supreme Court decisions since 1901, patterned after the Philippine Reports. Also includes the text of available case syllabi and synopses.
- 4) *Securities and Exchange Commission* - A compilation of opinions, memoranda, orders, memorandum circulars, rules and regulations, En Banc, SICD and PED Decisions. It also features related laws, jurisprudence and executive issuances.
- 5) *Banking* - Contains issuances of the Bangko Sentral ng Pilipinas (BSP), the Philippine Deposit Insurance Corporation (PDIC), Anti-Money Laundering Council (AMLC), and other agencies, banking-related statutes, executive and administrative issuances, implementing rules and regulations, and DOJ issuances.

#### Minor Libraries

- 6) *Department of Justice* - The opinions of the Secretary of Justice, from 1939 to the present.
- 7) *Insurance* - Contains Circular Letters, Commission Rulings, Department Orders, Joint Issuances, Legal Opinions, Memoranda, and Memorandum Circulars of the Insurance Commission, related legislation and executive and administrative issuances.
- 8) *Lexicon* - A quick reference for law students, legal professionals and anyone who wants to be familiar with, and understand, Philippine legal terminology. It contains more than 7,000 legal terms from source materials covering more than 100 years of Philippine jurisprudence, legislation and administrative issuances.

### FEATURES

The database shall have the following features:

1. Complete and up-to-date databases of Philippine Laws and Jurisprudence
2. Powerful internal search engine with comprehensive filtering options
3. Search template customized for legal documents
4. Query analyzer that checks for typographical errors in search parameters
5. Laws and jurisprudence citations
6. Automatic cross-referencing of cited laws and jurisprudence, within and across databases
7. Facilitates the following:
  - a. Sorting of search results by relevance, date, issuance number, ponente
  - b. Bookmarking and annotating of documents for future reference
  - c. Saving and organizing of favorite and useful search queries
  - d. Viewing of history of queries and document views
  - e. Navigation through search results within a document

### ADDITIONAL SPECIFICATIONS

Online activation of usernames and passwords within seven (7) days upon receipt of order.