



Bids and Awards Committee

REQUEST FOR QUOTATION (RFQ) No. 2019-SVP-63

The Securities and Exchange Commission (SEC), through its Bids and Awards Committee (BAC), will undertake an **Alternative Method of Procurement through Negotiated Procurement** for the item stated below, in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The SEC hereinafter referred to as "the Purchaser", now requests submission of a price quotation for the subject below:

| S-APP 2019-11 | PR No. | Qty. | Description | Approved Budget for the Contract (ABC) inclusive of VAT |
|---------------------|-----------|---------|---|---|
| Item no. II.E.44 | 201911216 | 2 Units | Supply and Delivery of 2 Units Scanner with ADF Refer to Attachment 1 for Technical Specifications | Php50,000.00 |

Interested suppliers are required to submit the following documents:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number

SEC Condition of Sales:

1. Delivery Schedule: Fifteen (15) Calendar days from receipt of approved WO/NTP
2. Validity: Sixty (60) calendar days from submission of bid
3. Delivery Site: CRMD, G/F East Wing, Secretariat Building, PICC Complex, Pasay City

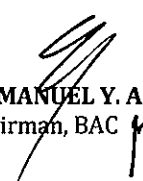
Award of contract shall be made to the bidder with the lowest quotation for the subject goods which complies with the minimum technical specifications and other terms and conditions stated herein.

Any alterations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1) and eligibility documents is not later than **10:00 A.M. of December 18, 2019** at the Procurement Division, 3rd Floor, Secretariat Building, PICC Complex, Pasay City. Open submission may be done manually or through Facsimile No. 8818-5330 or via email at bacsecretariat@sec.gov.ph

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the contract price. Once the cumulative amount of liquidated damage reaches ten percent (10%) of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

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.


EMMANUEL Y. ARTIZA
Chairman, BAC

PRICE QUOTATION FORM

Date: _____

The Bids and Awards Committee
c/o Procurement Division
3rd Floor, Secretariat Building,
PICC Complex, Pasay City

Sir/Madam:

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

| Item No. | Article and Descriptions | Qty. | Unit price (Php) | Total Price, VAT Inclusive (Php) |
|----------|---|---------|------------------|----------------------------------|
| 1 | Scanner with ADF Specifications: Flatbed scanner with ADF, at least 600 dpi optical resolution; windows compatible os, usb connectivity | 2 Units | Php _____ | Php _____ |

AMOUNT IN WORDS: _____ (VAT inclusive)

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

AUTHORIZED REPRESENTATIVE:

Signature : _____
 Printed Name : _____
 Date : _____
 Company Name : _____
 Contact no. : _____