

REQUEST FOR QUOTATION (RFQ) No. 2020-SVP-048

The Securities and Exchange Commission (SEC), through its Bids and Awards Committee (BAC), will undertake an **Alternative Method of 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:

SAPP-1 CY2020	PR No.	Qty.	Description	Approved Budget for the Contract (ABC) inclusive of VAT
Item No. II.E.36	202006115	2	Supply and Delivery of Two (2) Units of Safety Vaults: 1 Unit Heavy Duty Safety Vault Php 70,000 (SEC Head Office – OCS) 1 Unit Mechanical Vault 27,000 (SEC- Bacolod Extension Office) (Please see Attachment 2 for other technical specifications)	Php 97,000.00

Interested suppliers are required to submit the following documents:

1. Mayor’s/Business Permit
2. PhilGEPS Registration Number
3. Omnibus Sworn Statement with duly authorized Secretary's Certificate, if a corporation. (Attachment 3)

SEC Condition of Sales:

1. **Delivery Schedule:** Ten (10) Calendar days upon receipt of NTP. COA residents will be inspecting the deliveries.
2. **Validity:** Sixty (60) calendar days from submission of bid
3. **Delivery Site:**
 - **HRAD, Head Office 3/F Secretariat Building, PICC Complex, Pasay City** for the **1 Unit Heavy Duty Vault**
 - **SEC – Bacolod Extension Office, Units 10 & 11, Redkey Bldg. cor. Jocson-Hernaez Sts., Brgy. Taculing, Bacolod City** for the **1 Unit Mechanical Vault**
4. **Warranty:** The Two (2) Units Safety Vault must be covered by a full parts and labor service warranty for a period of Twenty-Four (24) months from the date of delivery.

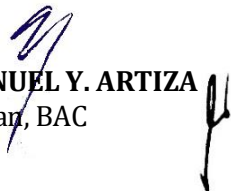
Award of contract shall be made to the bidder with the lowest quotation for the subject goods which complies with the minimum technical specifications and other terms and conditions stated herein.

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 August 13, 2020** 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
REQUEST FOR QUOTATION (RFQ) No. 2020-SVP-048

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)
Lot	Supply and Delivery of the following: 1 Unit Heavy Duty Safety Vault (SEC Head Office – OCS) 1 Unit Mechanical Vault (SEC- Bacolod Extension Office) (please see Attachment 2 for other technical specifications)	2		
		TOTAL		

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. : _____

TECHNICAL SPECIFICATIONS

TECHNICAL REQUIREMENTS FOR THE SUPPLY AND DELIVERY OF TWO (2) UNITS SAFETY VAULT (OCS and BCEO)	STATEMENT OF COMPLIANCE																																				
<p>PRODUCT SPECIFICATIONS:</p> <p>I. Bidder should be capable of providing One (1) Unit Heavy Duty Vault, with the following features and capabilities or higher.</p> <table border="1" data-bbox="194 488 1339 869"> <thead> <tr> <th>Item No.</th> <th colspan="2">Minimum Item Specification</th> </tr> </thead> <tbody> <tr> <td>I.</td> <td>Door Thickness</td> <td>Min. 107 mm or 4.2 in</td> </tr> <tr> <td>II.</td> <td>Body Thickness</td> <td>Min. 110 mm or 4.3 in</td> </tr> <tr> <td>III.</td> <td>Boltwork</td> <td>Heavy Duty Stainless Steel Locking Bar</td> </tr> <tr> <td>IV.</td> <td>Interior Dimensions</td> <td>Min. 1000 x 500 x 500 mm. or 40 x 20 x 50 in.</td> </tr> <tr> <td>V.</td> <td>Exterior Dimensions</td> <td>Min. 1200 x 700 x 800 mm. or 47 x 28 x 32 in.</td> </tr> <tr> <td>VI.</td> <td>Finish</td> <td>High Quality Paint</td> </tr> </tbody> </table> <p>II. Bidder should be capable of providing One (1) Unit Mechanical Vault, with the following features and capabilities or higher.</p> <table border="1" data-bbox="194 1010 1339 1312"> <thead> <tr> <th>Item No.</th> <th colspan="2">Minimum Item Specification</th> </tr> </thead> <tbody> <tr> <td>I.</td> <td>Shelf / Drawer</td> <td>1 Tray</td> </tr> <tr> <td>II.</td> <td>Capacity</td> <td>19 L</td> </tr> <tr> <td>III.</td> <td>Dimensions</td> <td>530 x 460 x 470 mm</td> </tr> <tr> <td>IV.</td> <td>Other Features</td> <td>Combination Lock 3 Chrome Keys 2 Locking Bolts</td> </tr> </tbody> </table> <p>III. Delivery:</p> <ol style="list-style-type: none"> Delivery of One (1) Unit Heavy Duty Vault, within ten (10) days upon receipt of notice to proceed. COA resident will be inspecting the delivery Place of Delivery: Securities and Exchange Commission – Head Office 3rd Floor Secretariat Building, PICC Complex, Pasay City Delivery of One (1) Unit Mechanical Vault, within ten (10) days upon receipt of notice to proceed. COA resident will be inspecting the delivery. Place of Delivery: Securities and Exchange Commission – Bacolod Extension Office Units 10 & 11, Redkey Bldg. cor. Jocson-Hernaez Sts., Brgy. Taculing, Bacolod City <p>IV. Warranty The Two (2) Units Safety Vault must be covered by a full parts and labor service warranty for a period of Twenty-Four (24) months from the date of delivery.</p>	Item No.	Minimum Item Specification		I.	Door Thickness	Min. 107 mm or 4.2 in	II.	Body Thickness	Min. 110 mm or 4.3 in	III.	Boltwork	Heavy Duty Stainless Steel Locking Bar	IV.	Interior Dimensions	Min. 1000 x 500 x 500 mm. or 40 x 20 x 50 in.	V.	Exterior Dimensions	Min. 1200 x 700 x 800 mm. or 47 x 28 x 32 in.	VI.	Finish	High Quality Paint	Item No.	Minimum Item Specification		I.	Shelf / Drawer	1 Tray	II.	Capacity	19 L	III.	Dimensions	530 x 460 x 470 mm	IV.	Other Features	Combination Lock 3 Chrome Keys 2 Locking Bolts	
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V. Quality Assurance

Bidder must submit a Proof-of-concept (POC) or conduct a Product Demonstration or any equivalent form of trial/testing to the end-user during the post-qualification phase for each items being offered, to ensure the actual quality of the product

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct otherwise, if found to be false either during bid evaluation, post-qualification or the execution of the contract, the same shall give rise to the imposition of administrative sanctions and the forfeiture of bid security or the performance security posted consistent with section 69.1 and 69.2 of the revised Implementing Rules and Regulations of the Republic Act No. 9184.

Company Name: : _____

Address : _____

AUTHORIZED REPRESENTATIVE:

Signature : _____

Printed Name : _____

Position : _____

Date : _____

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor of *[Name of Bidder]* with office address at *[Name of Bidder]* *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for *[Name of the Project]* of the *[Name of the Procuring Entity]*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary’s Certificate issued by the corporation or the members of the joint venture)]*;

3. *[Name of Bidder]* is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. I did not give or pay, directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I hereunto set my hands this _____ day of _____, 20____ at _____, Philippines. _____

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____, affiant exhibiting to me his/her _____ *(Government issued ID name, number and validity date)*

(Notary Public)

Until _____
PTR No. _____
Date _____
Place _____
TIN _____

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

Bidder's Representative/Authorized Signatory

[JURAT]