



**BIDS AND AWARDS COMMITTEE**



**REQUEST FOR QUOTATION**

The Securities and Exchange Commission (SEC), through its Bids and Awards Committee (BAC), requests the submission of a quotation for the following requirement in accordance with the revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (RA 9184).

Lot No.	Description	Qty	Approved Budget for the Contract, inclusive of taxes
1	Supply, Delivery, Installation, Configuration, and Training of Biometric System	<i>Please see technical specifications in Annex B</i>	Php 810,000.00

<b>Mode of Procurement</b>	Negotiated Procurement – Small Value Procurement  (Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184)		
<b>Reference Number</b>	AMP No. 2024-043		
<b>Procurement Schedules</b>	Advertisement	19 April 2024	
	Deadline to Submit Quotation	25 April 2024 5:00 P.M.	
<b>Submission of Quotation</b>	Manual	Procurement Unit, 7 <sup>th</sup> Floor, The SEC Headquarters, 7907 Makati Ave., Salcedo Village, Brgy., Bel-Air, Makati City.  Quotation (one copy only) shall be placed in an envelope with markings containing the following information:  <i>Name of the Bidder</i> <i>Address of the Bidder</i> <i>Contact Information</i> <i>The Project (see Description Above) and Reference Number</i> <i>Deadline to Submit Quotation</i>	
	Electronic	Electronic submission shall be made through email at mvabuyog@sec.gov.ph	
<b>Delivery Term</b>	The product shall be delivered at SEC Headquarters within 15 days upon the issuance of the Notice to proceed (NTP).  The biometric device shall likewise be delivered to the Extension Offices within 30 days after the inspection of the devices in the SEC HQ.		
<b>Delivery Place</b>	Please see the technical specifications in Annex B		

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You are required to submit the following documents on or before the deadline:

1. **Price Quotation** (use Annex A); and
2. **Technical Specifications** (use Annex B)

In the event that the national or local government declares suspension of work by reason of a fortuitous event or an event beyond the control of the SEC, the deadline to submit quotations is automatically moved to the next working day, same time, and place of submission.

The awardee shall be required as a condition for the issuance of a Notice of Award the submission of the following; 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;
2. PhilGEPS Registration Number;
3. Omnibus Sworn Statement with attached duly Notarized Secretary's Certificate/Special Power of Attorney (for projects with ABC above Php50,000.00); and
4. Latest Income Tax Return / Business Tax Return (for the project with ABC above Php 500,000.00).

*Notes:*

- a. *Certificate of Platinum Membership may be submitted in lieu of document numbers 1 and 2.*
- b. *Editable file copies of the Omnibus Sworn Statement and the Secretary's Certificate/Special Power of Attorney may be downloaded from the link:  
<https://www.sec.gov.ph/procurement/prescribed-templates/>.*

The following are the terms and conditions of this RFQ;

1. Sub-contracting is not allowed.
2. Prices proposed shall be valid for a period of thirty (30) calendar days from the date of the opening of bids.
3. Price proposals shall be in Philippine peso and shall include all applicable taxes and/or levies.
4. 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.
5. The goods or services item/s shall be delivered according to the accepted technical proposal specified in the Notice of Award.
6. SEC shall have the right to inspect and/or to test the goods/services to confirm their conformity to the technical specifications.
7. Payment shall be processed after every maintenance service 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.
8. 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 a 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.
9. The SEC reserves the right to reject any and all quotations, declare a failure of bidding, or not award the contract without thereby incurring any liability to the affected bidder or bidders.

  
**ARMANDO A. PAN, JR.**

Chairman  
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**PRICE QUOTATION FORM**  
**Reference No. AMP No. 2024-043**

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

**The Chairman**  
**BIDS AND AWARDS COMMITTEE**

Procurement Unit, 7th Floor  
 The SEC Headquarters, 7907 Makati Ave.,  
 Salcedo Village, Brgy., Bel-Air, Makati 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 lot identified below:

<b>LOT</b>	<b>Technical Specifications/ Terms of Reference / Description</b>	<b>Unit Price</b>	<b>Total Price (inclusive of all taxes)</b>
1	Supply, Delivery, Installation, Configuration, and Training of Biometric System		
	10 unit Biometric Device	Php _____	Php _____
	10 license Biometric Software	Php _____	Php _____
	500 pc ID Cards	Php _____	Php _____
	10 unit UPS	Php _____	Php _____
	2 box Cat 6 LAN Cable (at least 300mm/box)	Php _____	Php _____
	1 lot Installation and Configuration at Eos	Php _____	Php _____
	1 lot Virtua Training (Device and Software)	Php _____	Php _____
	1 lot One (1) year warranty and support	Php _____	Php _____
	Delivery Cost/s: Extension Offices	Php _____	Php _____
	Baguio	Php _____	Php _____
	Tarlac	Php _____	Php _____
	Legazpi	Php _____	Php _____
	Tacloban	Php _____	Php _____
	Cebu	Php _____	Php _____
Bacolod	Php _____	Php _____	
Iloilo	Php _____	Php _____	
Cagayan de Oro	Php _____	Php _____	
Davao	Php _____	Php _____	
Zamboanga	Php _____	Php _____	
		<b>TOTAL</b>	<b>Php</b>

**AMOUNT IN WORDS:**


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In accordance with 32.2.1 of of the Implementing Rules and Regulations of Republic Act No. 9184, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a zero (0) or a dash (-) for the said item would mean that it is being offered for free to the Government.

Brand and/or Model of the item being Offered:

- Biometric Device - \_\_\_\_\_
- license Biometric Software - \_\_\_\_\_

(If the Offer has no brand and/or Model, attach in the Quotation proof of offer, in the form of brochure, unamended sales literature, or any equivalent document.)

The above-quoted price is inclusive of all costs and applicable taxes. **In case of discrepancy between the amount in figures and the amount in words, the latter shall prevail.**

Very truly yours,

**Authorized Representative**

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

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

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

Contact Number and e-Mail Address : \_\_\_\_\_

### TECHNICAL SPECIFICATIONS

#### SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, AND TRAINING OF BIOMETRICS

TECHNICAL REQUIREMENTS		QTY
Features:	<ul style="list-style-type: none"> <li>• Visible Light Facial Recognition</li> <li>• Anti-spoofing algorithm against print attack (laser, color and B/W photos), videos attack and 3D mask attack</li> </ul>	10 Devices
Capacity:	<ul style="list-style-type: none"> <li>• Face capacity: 3000</li> <li>• Fingerprint Capacity: 3000</li> <li>• Card Capacity: 10,000</li> <li>• Transactions: 100,000</li> </ul>	
Verification Method:	Face / Fingerprint / Card / Passcode	
Communication:	TCP/IP, WIFI, USB-Host	
Operating Temperature	0 °C - 45 °C	
Dimension (W*H*D):	170 * 138 * 38.55 (mm)	
Facial Recognition Speed:	<=1s	
CPU:	<ul style="list-style-type: none"> <li>• 900MHZ Dual Core CPU;</li> <li>• Memory 512MB RAM / 8G ROM;</li> <li>• 2MP WDR Low Light Camera;</li> <li>• Adjustable LED Supplement Lighting;</li> </ul>	
Screen:	2.8-inch TFT Screen	
Card:	<ul style="list-style-type: none"> <li>• 125kHz ID card &amp; 13.56MHz IC card</li> <li>• Multi-tech Card Module</li> </ul>	
Environmental Compliance	FCC/CE/RoHS	
Software:	<p>ZKBioTime (Perpetual)</p> <p>Devices: 10 Users: 500</p> <p><b>Note: Has an existing BioTime 8.0 license for 20 devices and 1,000 users.</b></p> <p><b>The licenses to be procured for ten (10) devices and five hundred (500) users shall be integrated into the existing BioTime software.</b></p>	Licenses for 10 devices and 500 users
Compliant with the following environmental standards:		
<ul style="list-style-type: none"> <li>• URS ISO 14001</li> </ul>		

<p><i>Certification issued by the United Registrar of Systems, indicating that an organization has successfully implemented an environmental management system in accordance with the ISO 14001 standard and has been audited and certified by URS.</i></p> <ul style="list-style-type: none"> <li>• RoHS (Restriction of Hazardous Substances)</li> </ul> <p><i>A product-level compliance regulation that restricts the use of specific hazardous materials found in electrical and electronic products.</i></p>	
Installation and Configuration ( <b>to be conducted at the SEC Extension Offices</b> )	1 lot
Virtual Training (Device and Software)	1 lot
<ul style="list-style-type: none"> <li>• One (1) Year Warranty and Support (including Service, Parts and Labor); with 8x5 Phone, Web or Onsite Support;</li> <li>• Shall provide assistance to the BioTime software; technical person shall have experience in implementing BioTime software.</li> </ul>	1 lot
ID Card (500 pcs, compatible with the biometrics unit)	500 cards
UPS (10 units, compatible with the biometrics unit)	10 units
Cat 6 LAN Cable (1 box, at least 300m)	2 boxes
<b>Initial Delivery Address:</b> All devices and their components shall be delivered initially at the SEC Makati Headquarters for property inspection and COA audit	
<b>Makati HQ</b> , 7907 Makati Avenue, Salcedo Village, Bel-Air, Makati City	10 devices, 10 UPS, 2 Cat6 Boxes
<b>Distribution Address:</b> After delivery and inspection at the SEC Makati HQ, the devices and their components shall be delivered to the following Extension Offices (EO):	
<b>Baguio EO</b> , 3/F Newtown Square, Navy Base Road, Baguio City	1 device, 1 UPS
<b>Tarlac EO</b> , 2F Legislative Bldg., Tarlac City	1 device, 1 UPS
<b>Legazpi EO</b> , 2nd Floor RDC Primeland Bldg., 1 Landco Business Park, Brgy. Capantawan, Legazpi City	1 device, 1 UPS
<b>Tacloban EO</b> , 2nd Floor, NEDA Building, NEDA Regional Office VIII, Candahug, Palo, Leyte	1 device, 1 UPS
<b>Cebu EO</b> , 12th Floor, AppleOne – Equicom Tower, Mindanao Ave. Cor. Biliran St., Cebu Business Park, Cebu City	1 device, 1 UPS
<b>Bacolod EO</b> , Unit 10 & 11 Redkey Building corner Hernaez & Jocson Streets, Barangay Taculing, Bacolod City	1 device, 1 UPS
<b>Iloilo EO</b> , SEC Bldg. Gen. Hughes St., Iloilo City	1 device, 1 UPS
<b>Cagayan De Oro EO</b> , SEC Bldg. Corner 14th and Tomasaco Del Lara Sts., Cagayan de Oro City	1 device, 1 UPS
<b>Davao EO</b> , 2F SDC Bldg., Purok 13, Maa Road, Brgy. Maa, Davao City	1 device, 1 UPS
<b>Zamboanga EO</b> , SEC Bldg., San Jose, Panigayan St., Zamboanga City	1 device, 1 UPS