



# SUBIC BAY METROPOLITAN AUTHORITY PROCUREMENT AND PROPERTY MANAGEMENT DEPARTMENT

Room 201 Bldg. 255, Barryman Road, Subic Bay Freeport Zone, Philippines  
 Tel. Nos. (047) 252-4503/4124/4211/4283/4230/4214/4424/4282 Fax. No. (047) 252-4284/4251

## QUOTATION FORM

You may send your quotation via email to [sbmapprd@gmail.com](mailto:sbmapprd@gmail.com)  
 email with "cc/bcc" WILL NOT BE ACCEPTED.

Approved Budget for the Contract: P92,000.00

For inquiries, contact: dolly at Tel. No. (047) 252- 4211

REFERENCE: **0 0 0 0 7 - 2 3 - 0 6 3 0 - 0 2 6 0**

|   |   |
|---|---|
| This is a "REQUEST FOR QUOTATION" for items listed below.<br>Pls submit your quotation not later than <u>8 SEPT 2023 1PM</u> .<br>Please note that quotation submitted beyond the deadline given above, will not be considered.                               | <b>TERMS:</b> ✓ <b>Payment:</b> _____ <i>days</i><br>✓ <b>Delivery:</b> _____ <i>calendar days</i>                                      |
| <b>DELIVERY POINT:</b><br><p style="text-align: center;"><b>PPMD RECEIVING SECTION</b></p> <p style="text-align: center;"><b>Bldg 709, Burgos Street, Subic Bay Freeport Zone</b></p> If FOB destination or others, pls. indicate the estimated freight cost. | <b>TO SUPPLIER: IS YOUR PRICE QUOTATION EXCLUSIVE OF VAT?</b><br><input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> |

| ITEM NO | ITEM DESCRIPTION   | QTY | UI   | BRAND / WARRANTY | UNIT PRICE | TOTAL PRICE |
|---------|--|-----|------|------------------|------------|-------------|
| 1       | RENEWAL OF ONE (1) YEAR SUBSCRIPTION VIDEO CONFERENCING SOLUTION LICENSE FROM NOVEMBER 8, 2023 TO NOVEMBER 7, 2024 | 1   | LO * |                  |            |             |

SPECIFICATIONS:  
 SEE ATTACHED DOCUMENTS FOR TECHNICAL REQUIREMENT AND SPECIFICATIONS.  
  
 SEE ATTACHED TERMS OF REFERENCE (TOR)

- PLS ATTACH THE FFG. ELIGIBILITY REQUIREMENTS:  
 1. ORIGINALLY SIGNED AND NOTARIZED OMNIBUS SWORN STATEMENT  
 2. 2023 MAYOR/BUSINESS PERMIT  
 3. BIR 2303 CERT OF REGISTRATION  
 4. PHILGEPS ORG PROFILE OR CERT

|   |  |
|---|--|
| * COMPANY NAME: _____<br>* MAILING ADDRESS: _____<br>* TEL NO.: _____ FAX NO.: _____ E-MAIL ADD: _____  | <b>* GRAND TOTAL:</b><br>_____   |
| <b>CERTIFICATION:</b><br>I hereby certify that I have personally quoted the price/s of the item/s mentioned above and further attest that the validity is 30 working days upon signing, unless otherwise stated herein. We acknowledge that our failure to indicate that the aforementioned bid amount is exclusive of VAT shall result to a presumption that the bid amount is inclusive of VAT and other taxes. | <b>CERTIFICATION:</b><br>I hereby certify that I have personally canvassed/verified the price/s of the item/s mentioned above. |
| _____<br>* Signature over printed name      Date      Designation<br>(Authorized Company Personnel)   | _____<br>Signature over printed name      Date<br>(Canvasser)  |
| Opened by: _____<br>Witnesses: _____<br>_____<br>_____<br>Date: _____   |  |

**IMPORTANT NOTICE TO SUPPLIER/CONTRACTOR:**

Please answer all required data marked with \*.

Under RA 7227, SBMA is exempted from VAT.

| ITEM NO | ITEM DESCRIPTION | QTY | UI | BRAND / WARRANTY | UNIT PRICE | TOTAL PRICE |
|---------|------------------|-----|----|------------------|------------|-------------|
|---------|------------------|-----|----|------------------|------------|-------------|

**NOTICE TO SUPPLIERS:**

You may submit price quotations through any of the following

- \*PERSONAL submission                      \* COURIER
- \*FACSIMILE (acceptable for PR with ABC of less than P50,000)
- \*CASH ON DELIVERY (COD) Payment Terms is not acceptable (GPBB Volume 2 Manual of Procedures).

Suppliers are highly encouraged to personally attend the opening of bids/quotations. Please confirm schedule with the Technical Section at (047) 252-4503.

**PERFORMANCE AND WARRANTY SECURITIES:**

- \*Performance Security is required for Services/Services & Materials/Equipment with contract price of P500,000.00 and Above;
- \*Warranty Security is required for Services & Materials/Equipment with contract price of P300,000.00 and Above, EXCEPT for those deliverables that are out-rightly Consumed within the date of delivery/rendering of services.

|   |  |
|---|--|
| <p>* COMPANY NAME: _____</p> <p>* MAILING ADDRESS: _____</p> <p>* TEL NO.: _____ FAX NO.: _____ E-MAIL ADD: _____</p>   | <p><b>* GRAND TOTAL:</b></p> <p>_____</p>  |
| <p><b>CERTIFICATION:</b><br/>           I hereby certify that I have personally quoted the price/s of the item/s mentioned above and further attest that the validity is 30 working days upon signing, unless otherwise stated herein. We acknowledge that our failure to indicate that the aforementioned bid amount is exclusive of VAT shall result to a presumption that the bid amount is inclusive of VAT and other taxes.</p> <p>_____</p> <p>* Signature over printed name                  Date                  Designation<br/>           (Authorized Company Personnel)</p> | <p><b>CERTIFICATION:</b><br/>           I hereby certify that I have personally canvassed/verified the price/s of the item/s mentioned above.</p> <p>_____</p> <p>Signature over printed name                  Date<br/>           (Canvasser)</p> |
| <p>Opened by: _____</p> <p>Witnesses: _____</p> <p>_____</p> <p>_____</p> <p>Date: _____</p>  |  |

**IMPORTANT NOTICE TO SUPPLIER/CONTRACTOR:**

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