



**Request for Quotation (RFQ)**

Reference No.:	<b>2019-09-ICTS3(012)-AC-NPSVP-053</b>
End-user Unit:	<b>Information and Communications Technology Service - Technology Infrastructure Division</b>
Due date:	<b>September 25, 2019</b>
If further Information is required, please contact:	<b>Information and Communications Technology Service - Technology Infrastructure Division Contact No# 633-2363</b>

**September 20, 2019**

**To: All Prospective Suppliers**

- The Department of Education, through its Acquisition Committee, requests your price quotation for the project **Supply, Delivery, and Training of Computer and Network Maintenance Equipment and Consumables** described under the attached Terms and Conditions.
- Your quotation shall be received on or before **10:00 A.M. on September 25, 2019** by courier or by hand-delivery at the address given below:
 

Acquisition Committee  
Rm. 104, Ground Floor, Alonzo Bldg.,  
DepEd Complex, Meralco Avenue,  
Pasig City, Philippines
- The successful proponent must be able to meet the following requirements:
  - The **Terms and Conditions of Contract**, as provided for under the General Conditions of Contract for Procurement of Goods and Services under the Philippine Bidding Documents, as may be applicable;
  - The **Schedule of Requirements**, as indicated also in **Annex "A"**; and
  - The **Technical Specifications** which lists the details of the requirements, as indicated in **Annex "B"**.
- If proponent is a firm, to show your legal capacity and technical and financial capability to undertake the contract, pursuant to the requirements prescribed under Section 53 of the Revised IRR of RA 9184, you are required to submit the eligibility documents within five (5) calendar days from receipt of notice as stated in the Terms and Conditions no. four (4)

Supplier's Business Name:		TIN:	
Address:			
Telephone No.:		Fax No.:	e-mail:
Authorized Representative's Signature over Printed Name and Designation:		Date:	

5. Proponents are required to submit a Financial Proposal that simply indicate its charge item. The Approved Budget for the Contract is **PHILIPPINE PESO SIX HUNDRED FIFTY THOUSAND and 00/100 (PhP 650,000.00)**. For purposes of the evaluation, comparison and ranking of bids/offers, the supplier who submitted the single / lowest calculated responsive quotation shall be awarded the Purchase Order after evaluation by the Acquisition Committee (AC).
6. Quotation shall be enclosed in a sealed envelope and addressed to the AC Secretariat at the address given above. The envelope should have the RFQ Number boldly and conspicuously identified.
  - 6.1. It is the exclusive responsibility of the bidders to ensure that the sealed envelope containing the quotation reaches the above address before the time and date indicated in paragraph 2 above. If being delivered by hand, the quotations must be delivered at the above address during official working hours. Delivery to any other person or office will be at the risk of the bidder and will not constitute timely delivery. Quotations received after the above mentioned closing time or deadline may be rejected.
7. The quotation should be valid for thirty (30) calendar days from the due date indicated above.
8. The DepEd reserves the right to request any additional information that it deems necessary in order to make any decision on any quotation.
9. Any quotation not supported by the information requested in this RFQ, or is patently non-complying with the RFQ requirements may not be considered.
10. The DepEd reserves the right to accept or reject any quotation, to annul the procurement process, or not to award the contract without thereby incurring any liability to the affected bidder or bidders.
11. Submission of quotation in response to this request shall be construed as commitment to undertake the services in accordance with the terms and conditions, specifications, and schedule of implementation set forth in this RFQ.



**ARVIN VENEZUELA**  
OIC-Chairperson, Acquisition Committee

Received Copy:

\_\_\_\_\_  
Remarks:  
\_\_\_\_\_

## TERMS AND CONDITIONS

### I. PROJECT TITLE:

***Supply, Delivery, and Training of Computer and Network Maintenance Equipment and Consumables***

### II. PROJECT OWNER:

Department of Education- *Information and Communications Technology Service-Technology Infrastructure Division*

### III. OBJECTIVE:

To procure ***Computer and Network Maintenance Equipment and Consumables*** in the most effective and prompt manner, primarily considering time and resource constraints.

### IV. ELIGIBILITY, TECHNICAL AND FINANCIAL REQUIREMENTS/ DOCUMENTS:

Proponent must be a Filipino national, and if said proponent be a joint venture, total Filipino stake to the venture/partnership must at least be sixty percent (60%).

Supplier with the Single / Lowest Calculated Bid (LCB) shall submit the requirements indicated below within five (5) calendar days from receipt of notice from the AC, which documents shall be validated to determine if the supplier is technically, legally and financially capable prior to the award of contract.

- (i) Mayor's permit issued by the City or Municipality where the principal place of business is located;
- (ii) PhilGEPS Registration Number; and
- (iii) Omnibus Sworn Statement. (See attached **Annex "C"**)  
If a partnership, corporation, cooperative, or joint venture, please provide proof of authorization (e.g. duly notarized Secretary's Certificate as stated in Item no. 2 of the attached Omnibus Sworn Statement
- (iv) Income / Business Tax Return

To facilitate post-qualification, the bidder at its option may submit in advance, i.e., together with its quotation, above requirements and other documents required.

In the case of a Joint Venture, or if the parties intend to enter into a joint venture, the requirements must be as indicated in the revised implementing rules and regulations of RA 9184.

### V. TECHNICAL SPECIFICATIONS: as indicated in **Annex "B"**.

### VI. TERMS AND CONDITIONS OF CONTRACT:

#### A. Instructions

1. Supplier shall be responsible for the source(s) of its Goods/equipment, and shall make the deliveries in accordance with the schedule, and specifications of the award or purchase order. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.

2. Supplier shall pick-up the Purchase Order and Notice to Proceed issued in its favor within three (3) calendar days from date of receipt of notice to that effect. A Fax transmission or electronic mail shall constitute an official notice to the Supplier. Thereafter, if the purchase order remains unclaimed, the purchase order shall be cancelled.

To avoid delay in the delivery of the requesting agency's requirements, all defaulting suppliers shall be precluded from proposing or submitting substitute quotation(s) or item(s).

3. Supplier who accepted a Purchase Order and Notice to Proceed but failed to deliver the required Goods within the time called for in the purchase order shall be disqualified from participating in DepEd or any of DepEd units' future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its Revised IRR against the supplier.

4. Rejected deliveries shall be construed as non-delivery, and shall be replaced by the supplier subject to liquidated damages for delayed deliveries.

5. All duties, excise, and other taxes and revenue charges shall be paid by the supplier.

6. As a pre-condition to payment, Importation Documents specifically showing the conditions and serial numbers of the imported equipment purchased shall be submitted by the supplier to the Department of Education.

7. All transaction is subject to withholding of credible Value Added Tax and/or Expanded Value Added Tax per revenue regulation(s) of the Bureau of Internal Revenue.

#### **B. Packing**

The supplier shall provide such packing of the Goods appropriate to prevent their damage or deterioration during transit to the project site. Goods shall be packed with label identifying content and other applicable packaging symbols with name of the purchaser.

#### **C. Inspection**

1. All deliveries by suppliers shall be subject to inspection, and acceptance by the DepEd Inspection Team and the end-user. All costs of the necessary laboratory tests undertaken by DepEd on the Goods shall be to the account of suppliers.

2. For the purpose of this condition, Purchaser's representative is Ms. Maritess L. Ablay of the Asset Management Division of DepEd or her authorized representative.

#### **D. Warranty Service**

Please see technical specifications for the warranty service of each item/equipment.

#### **E. Liquidated Damages**

A penalty of one-tenth of one percent (0.001) of the total value of the undelivered Goods shall be charged as liquidated damages for every day of delay of the delivery of the purchased Goods.

## **F. Payment**

One hundred percent (100%) of the Contract Price shall be paid to the supplier upon completion of services, final inspection and acceptance of the Goods at Project Site and submission of the documents provided under **Annex 'A'**, Schedule of Requirements, letter A, item no. 1.

**VII. SCHEDULE OF REQUIREMENTS:** as indicated in **Annex "A"**.

## **VIII. GENERAL INSTRUCTIONS TO SUPPLIERS**

1. This Request for Quotation (RFQ) Form is DepEd's standard RFQ to be used when DepEd solicits quotations for the procurement of goods and services. It is a standard template that Suppliers must follow in order to prepare and submit their quotations for consideration by DepEd.
2. This RFQ is composed of one (1) lot. Suppliers shall submit their quote for one (1) lot.
3. Suppliers must fill up the spaces with the necessary and correct information including the offered brand, model, make and specifications, as well as the total price of the item or the items in the lot. They shall likewise indicate the total price of the said lot.
4. Prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes, duties and/or levies to be paid and other incidental costs to the delivery site/s if the contract is awarded.
5. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
6. The RFQ Form must be duly signed and accomplished and typewritten or written in indelible ink. Any correction made to the prices, rates or to any information shall be rewritten in indelible ink and initialed by the person signing the RFQ Form.
7. Suppliers shall accomplish, provide correct and accurate information and submit the following attached documents: (i) Schedule of Requirements (**Annex "A"**); (ii) Technical Specifications (**Annex "B"**) (iii) Omnibus Sworn Statement (**Annex "C"**) and (iv) Abstract (**Annex "D"**) otherwise, non-submission of which shall result to automatic disqualification of proposal.
8. Suppliers requiring any clarifications of the Request for Quotation Document may refer to:

The Chairperson  
Acquisition Committee  
Department of Education  
Room 104, 1st Floor, Alonzo Bldg.,  
DepEd Complex, Meralco Avenue, Pasig City

**IX. REQUEST FOR QUOTATION (RFQ) FORM** as indicated in **Annex "D"**.

**Schedule of Requirements**

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

<b>Supply, Delivery, and Training of Computer and Network Maintenance Equipment and Consumables</b>		
<b>Item Description</b>	<b>Total Quantity</b>	<b>Delivery Period</b>
<b>Computer and Network Maintenance Equipment and Consumables</b>	1	Within 30 Days upon receipt of PO/NTP

**A. Project Duration and Project Site**

1. After acceptance of the deliverables, the supplier shall present the following documents to the Purchaser:
  - i. Original and 4 copies of the Supplier's Invoice showing the Goods description, quantity, unit price, and total price;
  - ii. Original and 4 copies of Delivery Receipts;
  - iii. Original Statement of Accounts;
  - iv. Approved Notice of Award;
  - v. Approved Purchase Order;
  - vi. Approved Notice to Proceed;
2. Deliverables shall be delivered at Asset Management Division, Alonzo Bldg., DepEd Complex, Meralco Ave., Pasig City.

For the purpose of these conditions, Purchaser's representative is Ms. Maritess L. Ablay, Chief, Asset Management Division or her authorized representative.

**B. Price Validity**

Price should be valid thirty (30) calendar days after the deadline of submission of quotation.

**C. Evaluation of Quotations**

Quotations shall be compared and evaluated on the basis of the following criteria:

1. Completeness of Submission
2. Compliance with Technical Specifications and Terms of Reference (TOR)
3. Price-Lowest Unit Cost

After having carefully read and accepted your Request for Quotation and its Terms and Conditions, I/We quote you on the item/s at price noted in the RFQ. The quotation shall be binding upon us for thirty (30) calendar days reckoned from last day of submission indicated in the Submission Requirements. The corresponding Award on Purchase Order shall be accepted by us at any time before expiration of this period.

The DepEd-Acquisition Committee reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

\_\_\_\_\_  
 Name and Signature of Provider's Authorized Representative

Supplier's Business Name:		TIN:	
Address:			
Telephone No.:		Fax No.:	
Authorized Representative's Signature over Printed Name and Designation:		Date:	



**Technical Specifications**

**Detailed Technical Specifications**

**Supply, Delivery, and Training of Computer and Network Maintenance Equipment and Consumables**

<b>ITEM</b>	<b>SPECIFICATIONS</b>	<b>STATEMENT OF COMPLIANCE</b> (State Comply or Not Comply)	<b>BIDDER'S ACTUAL OFFER</b>
<p><b>ETHERNET NETWORK CABLE TESTER KIT</b></p>	<p>Cable Test - Pair length, Crossed, Reversed, Distance to open, Short, Split                      Display Type - 5-inch color LCD with capacitive touch screen (480 x 800 pixels)                      Keypad - 1-key elastometric (power only)                      Host Interface - Micro USB                      USB Port - USB 2.0 Type A port                      SD Card Slot - Supports Micro SD                      Tone Generator - Digital tone: [455 kHz]; Analog tones: [400 Hz, 1kHz Ports                      -RJ-45 copper port 10/100/1000BASE-T. 100/1000BASE-X.                      -Fiber adapter port                      -Fiber port supports standard SFP.                      External AC Adapter/Charger                      AC input 90-264 Vac 48-62 Hz input power DC output 15 VDC at 2 amps or RJ-45 via PoE                      LEDs                      2 LEDs (transmit and link indicators)                      Battery Rechargeable lithium-ion battery pack (3.6V, 6Ah, 21Wh)                      Battery Life                      Typical operating life is 4 hours.                      Typical charge time is 7 hours.                      Dimensions                      3.8in x 7.7in x 1.6in (9.7cm x 19.6cm x 4.1cm)                      Weight 18oz (0.51kg)</p> <p style="text-align: center;"><b>NETWORK CONNECTIVITY TESTER ACCESSORIES</b></p> <p>Power supply with regional power plugs                      Testing device terminator                      Inline RJ-45 coupler                      USB 2.0 to Micro USB cable                      8 G Micro SD card                      Small Soft Case                      Holster                      User's Manual in English</p> <p style="text-align: center;"><b>2PCS. POCKET NETWORK TESTER</b></p> <p>Dimensions - 4.36 in x 1.6 in x 1.28 in (11.07 cm x 4.06 cm x 3.25 cm)                      Battery - AA, IEC LR6, or ANSI/ NEDA 15A                      Cable length measurement - Measurable cable lengths are from 3 ft (1 m) to 656 ft (200 m)</p> <p style="text-align: center;"><b>POCKET NETWORK TESTER ACCESSORIES</b></p> <p>2pcs. Pocket Network Tester Carrying Strap                      2pcs. Pocket Network Tester Holster                      4pcs. AA batteries                      2pcs. RJ45 Custom Patch Cables                      1 Year Warranty for all items                      Provide one (1) day end-user training</p>		





**Technical Specifications**

**Detailed Technical Specifications**

**Supply, Delivery, and Training of Computer and Network Maintenance Equipment and Consumables**

ITEM	SPECIFICATIONS	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
<p><b>NETWORK TOOL KIT</b></p>	<p>Fiber Optic Test Equipment Tool Kit for Wire &amp; Cable Cutter &amp; Stripper must be bundled with the following items below:</p> <p style="text-align: center;"><b>PUNCHDOWN TOOL</b></p> <ul style="list-style-type: none"> <li>-Must be industry standard and internationally accepted.</li> <li>-Must have built-in probe pic/spudger and torque capability.</li> <li>-Must have automatic spring handle, can choose between low impact for 24/26-gauge wire or high impact for 22-gauge wire.</li> <li>-Must have convenient blade storage built into the handle.</li> <li>-Can accept Phillips-head or flat screwdriver blade.</li> <li>-Can easily insert blade and locks in place</li> </ul> <p style="text-align: center;"><b>MULTI-PURPOSE ELECTRICIAN'S SCISSORS</b></p> <ul style="list-style-type: none"> <li>-Must be high-quality forged steel construction for strength and durability.</li> <li>-Must have file and scraper on both blades for cleaning wire.</li> <li>-Must have notched blade for stripping 19- and 23-gauge wire.</li> <li>-Can cuts up to 16-gauge solid and 12-gauge stranded wire.</li> <li>-Must have serrated blade for non-slip wire cutting</li> </ul> <p style="text-align: center;"><b>WIRE AND CABLE STRIPPER</b></p> <ul style="list-style-type: none"> <li>-Must be a double-slotted stripper for 22/24 gauge wire insulation</li> <li>-Must be a round cable stripper for a variety of flexible round cable</li> <li>-Must be a full line of cable and wire strippers</li> <li>-Must be a coax cable strippers with two or three levels</li> <li>-Must be a combo stripper for multiple wire types and applications</li> </ul> <p style="text-align: center;"><b>ACCESSORIES</b></p> <p>Pouch with locking belt clip Pen Punch Down Blade (110/66) 1 Year Warranty for all items</p>		

Supplier's Business Name:		TIN:	
Address:			
Telephone No.:	Fax No.:	e-mail:	
Authorized Representative's Signature over Printed Name and Designation:		Date:	

**Technical Specifications**

**Detailed Technical Specifications**

**Supply, Delivery, and Training of Computer and Network Maintenance Equipment and Consumables**

ITEM	SPECIFICATIONS	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
<p><b>WI FI TEST EQUIPMENT KIT</b></p>	<p>Wi Fi Test Equipment must be bundled with the following items below:</p> <p style="text-align: center;"><b>WIRELESS SIGNAL TESTER</b></p> <p><b>Dimensions</b> 3.8 in x 7.7 in x 1.6 in (9.7 cm x 19.6 cm x 4.1 cm)  <b>Weight</b> 18 oz (0.51 kg)  <b>Battery</b> Rechargeable lithium-ion battery pack (3.6 V, 6 Ah, 21 Wh)  <b>Battery life</b>                      Typical operating life is 4.5 hours. Typical charge time is 7 hours  <b>External AC adapter/charger</b>                      AC input 85-264 Vac 47-63 Hz input power DC output 15 Vdc at 2 amps  <b>Display</b> 5.0-inch color LCD with capacitive touch screen (480 x 800 pixels)  <b>Keypad</b> 1-key elastomeric (power only)  <b>Host Interface</b> 1x micro USB Type B port  <b>Adjunct Interface</b> 2x USB 2.0 Type A port  <b>Wireless antenna</b> 3x Internal  <b>External antenna Port</b> Input only. Reverse-polarity SMA connector                      Operating temperature 32°F to 113°F (0°C to +45°C)                      The battery will not charge if the internal temperature of the tester is above 122oF (50oC).                      Operating relative humidity (%RH without condensation)                      90% (50°F to 95°F; 10°C to 35°C)                      75% (95°F to 113°F; 35°C to 45°C)                      Storage Temperature -4°F to 140°F (-20°C to +60°C)                      Shock and Vibration 1 m drop test, Random, 3.8 g, 5 Hz-500 Hz                      Safety IEC 61010-1: Pollution degree 2                      Altitude 4,000 m; Storage: 12,000 m                      EMC IEC 61326-1: Basic Electromagnetic Environment;                      CISPR 11: Group 1, Class A                      Specification Compliance IEEE 802.11a, 802.11b, 802.11g, 802.11n, 802.11ac                      Wi-Fi Connectivity 802.11a, 802.11b, 802.11g, 802.11n, 802.11ac</p> <p>Accessories                      iPerf Tester                      External Directional Antenna (RP-SMA Connector)                      Small Soft Carrying Case                      AC Charger                      USB Cable                      Holster                      Automobile Power Charger                      User's Manual in English                      1 Year Warranty for all items                      Provide one (1) day end-user training</p>		



**Technical Specifications**

**Detailed Technical Specifications**

**Supply, Delivery, and Training of Computer and Network Maintenance Equipment and Consumables**

ITEM	SPECIFICATIONS	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
<p><b>CRIMPING TOOL</b></p>	<p><b>Type :</b> Crimp tool  <b>Features</b>                      Must be an all-in-one wire-crimping tool for fiber optics, ethernet cable and telephone wire plugs.                      Must be a telephone crimping tool that crimps 8-position RJ-45 connectors and 4-and 6- position RJ-11 and RJ-12 connectors                      Must be an ethernet crimping tool with embedded flat cable cutter and stripper  <b>Typical Applications</b>                      Cutting                      Stripping                      Crimping  <b>Warranty - 1 Year</b></p> <p style="text-align: center;"><b>ELECTRICAL PROPERTIES</b></p> <p>Characteristic Impedance : <math>100 \pm \Omega</math>                      Conductor Resistance : <math>&lt; 9.38\Omega/100m</math>                      Insulation Resistance : <math>100M\Omega</math>                      Mutual Capacitance : <math>&lt; 5.6nF/100m</math>                      Resistance Unbalance : 5% Max                      Capacitance Unbalance : <math>330pF/100m</math>                      Delay Skew : <math>&lt; 45nS</math>                      NVP : 69%                      Operating Voltage : 72V                      Dielectric Strength : 1.0KV dc or 0.75KV ac for 1min</p> <p style="text-align: center;"><b>COMPLIANCE</b></p> <p>TIA/EIA-568-C.2                      ISO/IEC 1 1801</p> <p style="text-align: center;"><b>CONSTRUCTION</b></p> <p>Conductor : 23 AWG Solid bare Copper (4pair)                      Conductor diameter : 0.50mm                      Insulation diameter : 1.04mm                      Pairs : 2 insulated conductors twisted together                      Sheath : LSZH                      Cable diameter : 6.1mm nominal                      Printing : Each meter printed with sequential Length Counter                      Jacket Nominal Wall Thickness : 0.50mm                      Insulation Nominal Wall Thickness : 0.18mm</p> <p style="text-align: center;"><b>PHYSICAL PERFORMANCE</b></p> <p>Bending Radius : <math>&lt;25.4mm</math> at <math>-20^{\circ}C \pm 1^{\circ}C</math>                      Pulling Force : 11.5kg                      Operating Temperature Range : <math>+70^{\circ}C</math> to <math>+75^{\circ}C</math>                      Storage Temperature Range : <math>0^{\circ}C</math> to <math>+50^{\circ}C</math></p> <p style="text-align: center;"><b>PACKAGING</b></p> <p>Available in easy-pull boxes/Reels of guaranteed 305m length</p>		



## ANNEX "B"

### Technical Specifications

#### Detailed Technical Specifications

#### *Supply, Delivery, and Training of Computer and Network Maintenance Equipment and Consumables*

ITEM	SPECIFICATIONS	STATEMENT OF COMPLIANCE (State Comply or Not Comply)	BIDDER'S ACTUAL OFFER
<b>FIBER PATCH CABLE (LC/LC) 10GB DUPLEX MULTIMODE</b>	<p style="text-align: center;"><b>Cable Types</b></p> <p>10GIG AQUA MULTIMODE 50/125 FIBER OPTIC</p> <p><b>Network Speed</b> 10Gbps</p> <p><b>Style</b> Fiber Optic</p> <p><b>Fiber Type</b> 50/125 - OM3</p> <p><b>Model Type</b> LC/LC</p> <p><b>Clad Diameter</b> 125 micron</p> <p><b>Core Diameter</b> 50 micron</p> <p><b>Cable Type</b> Multimode; 10G</p> <p><b>Cable Length (m)</b> 5</p> <p><b>Color</b> Aqua</p> <p><b>Connector A</b> LC</p> <p><b>Connector B</b> LC</p> <p><b>Number of Connectors</b> 4</p> <p style="text-align: center;"><b>CAT6 RJ45 PLUG</b></p> <p><b>Description</b></p> <p>RJ45 plug for CAT6 Solid and Stranded UTP Cable</p> <p>3-tong contact suitable for solid</p> <p>3-piece design maintain cable integrity, ensuring optimal performance</p> <p>50micro inches of gold plating on contacts</p> <p>High impact Polycarbonate Material</p> <p style="text-align: center;"><b>CAT6 COUPLER</b></p> <p><b>Connector Type</b> Modular Connectors / Ethernet Connectors</p> <p><b>USOC Codes:</b> RJ45</p> <p><b>Number of Positions</b> 8 Position</p> <p><b>Number of Ports</b> 1 Port</p> <p><b>Performance Category</b> Cat 6</p> <p><b>Mounting Style</b> Cable Mount</p> <p><b>Mounting Angle</b> Straight</p> <p><b>Shielding</b> Unshielded</p> <p><b>Contact Plating</b> Gold</p> <p><b>Gender</b> Female / Female</p> <p><b>Housing Material</b> Thermoplastic (TP)</p> <p><b>Number of Contacts</b> 8 Contact</p> <p><b>Contact Material</b> Phosphor Bronze</p>		

Supplier's Business Name:		TIN:	
Address:			
Telephone No.:		Fax No.:	e-mail:
Authorized Representative's Signature over Printed Name and Designation:		Date:	

## **TERMS OF REFERENCE**

### **I. RATIONALE**

Given that, there are wide varieties of tools that are required for a wide variety of fields. Selection of the right quality of tools for troubleshooting and repair is important to meet individual needs and to make sure the effectiveness of workmanship.

### **II. GENERAL REQUIREMENTS**

This project involves supply and delivery of computer and network equipment and consumables for Technology Infrastructure Division (TID) of the Information and Communications Technology Service (ICTS).

### **III. SPECIFIC REQUIREMENTS**

1. The prospective supplier shall supply and deliver the equipment and consumables for the following items:

ITEM	QUANTITY	Unit
Ethernet Network Cable Tester Kit	1	kit
Network Tool Kit	1	ki
Wi Fi Test Equipment Kit	1	kit
Crimping Tool	3	units
Fiber Patch Cable (LC/LC) 10Gb Duplex Multimode	5	units
CAT6 UTP Cable	5	boxes
CAT6 RJ45 Plug	1000	pcs
CAT6 Coupler	25	pcs

2. Provide documentation of all equipment and consumables.
  - a. User's Guide and Technical Manuals
  - b. Warranty Certificate for the following equipment:
    - Ethernet Network Cable Tester Kit
    - Wi Fi Test Equipment Kit
    - Network Tool Kit
    - Crimping Tool
  - c. Service Level Agreement

3. Provide telephone (landline/cellphone), SMS, or Email technical support, available on a 24 x 7 basis to assist troubleshooting issues
4. Provide a one-day demonstration and training of tools/equipment for DepEd TID-ICTS Personnel.

Supplier's Business Name:		TIN:	
Address:			
Telephone No.:	Fax No.:	e-mail:	
Authorized Representative's Signature over Printed Name and Designation:		Date:	



**Omnibus Sworn Statement**

REPUBLIC OF THE PHILIPPINES     )  
CITY/MUNICIPALITY OF \_\_\_\_\_     ) S.S.

**AFFIDAVIT**

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 *[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 and members 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 Request for Quotations;
- 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. [Name of Bidder] 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 have hereunto set my hand this \_\_ day of \_\_, 20\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized  
Signatory

[JURAT]



**ANNEX "D"**

Description	Quantity	Price/Celling (Php)	Supplier's Offer (state brand, model, make and specifications)	Unit Price	Total Price
<b>Supply, Delivery, and Training of Computer and Network Maintenance Equipment and Consumables</b>  <b>ETHERNET NETWORK CABLE TESTER KIT</b>  <b>NETWORK TOOL KIT</b>  <b>WI FI TEST EQUIPMENT KIT</b>  <b>CRIMPING TOOL</b>  <b>FIBER PATCH CABLE (LC/LC) 10GB DUPLEX MULTIMODE</b>		<p>300,000.00</p> <p>12,500.00</p> <p>250,000.00</p> <p>13,000.00</p> <p>74,500.00</p>			
<b>TOTAL ABC</b>	<b>Php 650,000.00</b>		<b>Total Price Offer</b>		
<b>Total Price Offer (in words) <i>Philippine Peso Six Hundred Fifty Thousand</i></b>					
Bidders must bid for all items, and should not exceed the ABC per items, otherwise the bid shall be rejected.					

After having carefully read, understood, and accepted the terms and conditions specified in the Request for Quotation, above-cited is our financial proposal (quotation) for the item/s.

We undertake, if our Quotation is accepted, to deliver the above items/goods within fifteen (30) days upon receipt of PO/NTP We agree to abide by this Quotation for a period of **thirty (30) calendar days-bid validity** after the deadline for submission specified in the RFQ.

We understand that payment for the goods/items delivered will be made to the winning supplier after inspection and acceptance of the goods/items delivered. The above-quoted prices are inclusive of all costs and applicable taxes.

Name and Signature of Authorized Representative

Name of the Company:

Company Address:

Contact Number/s:

Email Address:

