



Bids and Awards Committee

REQUEST FOR QUOTATION (RFQ) No. 2019-SVP-25

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:

2019 S-APP	PR No.	Qty.	Description	Approved Budget for the Contract (ABC) inclusive of VAT
Item no. II.G.8	201906087	1 lot	Purchase and Installation of 2 Units Brand New Single Phase 3-Tonner Air Conditioning Units for SEC-Zamboanga Extension Office (See attachments 2 for Technical Specifications)	Php 180,000.00

Interested suppliers are required to submit the following documents:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number
3. Omnibus Sworn Statement (Attachment 3)

SEC Condition of Sales:

1. Delivery Schedule: Thirty (30) Calendar days from receipt of approved WO/NTP
2. Validity: Sixty (60) calendar days from submission of bid
3. Delivery Site: Securities and Exchange Commission – Zamboanga Extension Office
SEC Building, San Jose Panigayan St., Zamboanga 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 July 17, 2019** at the Procurement Division, 3rd Floor, Secretariat Building, PICC Complex, Pasay City. Open submission may be done, manually or through Facsimile No. 818-5330.

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	Purchase and Installation of 2 Units Brand New Single Phase 3-Tonner Air Conditioning Units for SEC-Zamboanga Extension Office	1 lot	_____	_____

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 Specification

I. Project Title

Purchase and Installation of 2-Units Brand New Single Phase 3-Tonner Air-Conditioning Units for SEC-Zamboanga Extension Office

II. Requirements

- A. Two (2) units Brand New Single Phase 3-Tonner Air – conditioning Unit, Floor Mounted
- B. Installation of the two (2) units Brand New Single Phase 3-Tonner Air-conditioning Unit, Floor Mounted, including electrical (wiring & breaker), piping's and other consumables needed for the installation.

III. Objective

To purchase and install two (2) units Brand New Single Phase 3-Tonner Air-conditioning Unit Floor Mounted, to be used by the SEC-Zamboanga Extension Office.

IV. Equipment Specifications

Bidder should be capable of providing two (2) units Brand New Single Phase 3-Tonner Air-conditioning Unit Floor Mounted, with the following features and capabilities or higher.

Item No.	Item Description	
I.	PERFORMANCE DATA	
	a. Cooling Capacity	37,980 kJ/Hr
	b. Power Input	4,180 Watts
	c. Energy Efficiency Ratio (ERR)	9.1 Kj/W-Hr
	d. Sound Level (Low)	54 dBa
II.	CAPACITY	
	Power Supply	230 V/1 Ph/60 Hz
	Refrigerant	R22
III.	PHYSICAL DATA	
	Mounting Type	Floor Mounted
	Indoor Unit Dimension (W x H x D)	508 x 1,806 x 288 mm
	Indoor Unit Weight (Net/Gross)	42.5/46 kg
	Outdoor Unit Dimension (W x H x D)	936 x 722 x 366 mm
	Outdoor Unit Weight (Net/Gross)	62/64.5 kg
	Compressor Type	Rotary /Scroll
	Refrigerant Piping Connection	Flare
IV.	OTHER FEATURES	
	High Cooling Performance	
	Strong and Robust	
	Condensing Flexibility	

	Cost Efficient
	Superior Air Distribution
	Anti-Rust Design
	East Access Washable Air Filter
	Multiple Fan Speed
	Can be matched with air-cooled standard pipe and long pipe as well as water-cooled condensing unit.

V. Delivery

Delivery of Two (2) units Brand New Single Phase 3-Tonner Air-conditioning Unit, within thirty (30) days upon receipt of notice to proceed.

Place of Delivery:

Securities and Exchange Commission – Zamboanga Extension Office
SEC Building, San Jose Panigayan St., Zamboanga City

VI. Installation

Installation to be performed by winning bidder's certified technical person upon arrival and delivery of equipment.

VII. Warranty

- The Two (2) unit Brand New Air-conditioning Unit and Compressor must be covered by a full parts and labor service warranty for a period of Twenty-Four (24) months from the date of delivery and installation.

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 of *[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]