



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7691773
Procuring Entity PHILIPPINE RECLAMATION AUTHORITY
Title 33 licenses ADOBE ACROBAT PROFESSIONAL
Area of Delivery Metro Manila

Solicitation Number: 21-04-0371 Trade Agreement: Implementing Rules and Regulations Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) Classification: Goods Category: Information Technology Approved Budget for the Contract: PHP 462,000.00 Delivery Period: 15 Day/s Client Agency:	Status	Active
	Associated Components	2
	Bid Supplements	0
	Document Request List	2
	Date Published	17/05/2021
	Last Updated / Time	17/05/2021 00:00 AM
Contact Person: Angela Estribor Rodrigo Project Management Officer B 7th Flr., Legaspi Tower 200, 107 Paseo de Roxas, Legaspi Village Makati City Metro Manila Philippines 1226 63-2-84595000 Ext.7203 bac@pea.gov.ph	Closing Date / Time	20/05/2021 17:00 PM

Description

- DOCUMENTARY REQUIREMENTS:
1. Accomplished Quotation Form (email bac@pea.gov.ph for the form)
 2. PhilGEPS Registration Number
 3. Valid Business/ Mayor's Permit1,2
 4. Omnibus Sworn Statement3
 5. Secretary Certificate (for corporation or partnership)

Please use PDF (preferred) or IMAGE file extension for email submission.

NO. QTY. UNIT DESCRIPTION

1. 33 licenses ADOBE ACROBAT PROFESSIONAL
ONE (1) YR. SUBSCRIPTION PER LICENSE
Delivery period: 15 calendar days
Approved Budget for the Contract: Php 462,000.00 ONLY

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	ADOBE ACROBAT PROFESSIONAL	ONE YEAR SUBSCRIPTION	33	License	462,000.00

Other Information

Please contact bac@pea.gov.ph to get a copy of the official quotation form.

Inform bac@pea.gov.ph if you will submit your quotation in hard copy.

Created by Angela Estribor Rodrigo
Date Created 13/05/2021

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



Philippine Reclamation Authority (PRA)

7th. Floor, Legaspi Towers 200, 107 Paseo de Roxas, Makati City
Tel. No. 459-5000 loc. 7203

QUOTATION FORM

SUPPLIER: _____

PhilGEPS Registry No. _____

ADDRESS: _____

TIN. NO.: _____

_____ Date

TEL. NO.: _____

WEBSITE: _____

E-MAIL: _____

INSTRUCTIONS:

1. Fill in all the blanks and place checkmarks on applicable boxes.
2. Quote your lowest net government price(s), taxes included, F. O. B. destination, for the item(s)/service(s) listed hereunder, indicating the shortest time of delivery and furnishing this Office with descriptive brochures, catalogues (if available), and/or samples (if required).
3. Indicate the brand name of the offered item/s and delivery charges (if applicable).
4. In case you are the **EXCLUSIVE MANUFACTURER, DISTRIBUTOR OR AGENT IN THE PHILIPPINES**, attach appropriate documents to the said effect.
5. E-mail duly accomplished form to bac@pea.gov.ph or submit said form to PRA Office (BAC Secretariat). **ONLINE SUBMISSION IS PREFERRED.**

NO.	QTY.	UNIT	DESCRIPTION	BRAND NAME (If Applicable)	UNIT PRICE *	TOTAL AMOUNT *
1.	33	licenses	ADOBE ACROBAT PROFESSIONAL			
			ONE (1) YR. SUBSCRIPTION PER LICENSE			
			Delivery period: 15 calendar days			
			Approved Budget for the Contract: Php 462,000.00 ONLY			

- Note: Amount shall be inclusive of taxes and delivery charges (if applicable).

Terms and Conditions (FILL-OUT AND COMPLY REQUIREMENTS):

1. Payment shall be in the form of **Company Check** and price validity shall be **30 calendar days**.
2. Availability of item/s: Delivery Pick-up within ____ calendar days (c.d.) upon receipt of Purchase Order (P.O.).
3. Warranty period: Not Applicable Applicable warranty period shall be _____.
4. Indicate if quotation is: VAT inclusive Non-VAT (**attach certification**).
5. Supplier/s must submit a copy of the following documents per 2016 Revised IRR of R.A. 9184:
 - Valid PhilGEPS Registration Number**
 - Omnibus Sworn Statement (include Secretary Certificate for partnership or corporation)³**
 - Mayor's/Business Permit^{1,2}**.
6. Suppliers must download the attached document of a bid before the closing date to be included in the Document Request List (DRL). Suppliers must be registered in PhilGEPS.
7. By submitting this quotation, supplier is authorizing PRA to deduct the following from the total amount as payment for taxes:

	VAT Taxpayer	Non-VAT Taxpayer
Expanded Withholding TAX	2%	2%
Gross Money Payment	5%	3%
TOTAL	7%	5%

QUOTED BY:

Signature Printed Name Position

¹ Valid PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration No.
² Expired Business/ Mayor's Permit with Official Receipt of renewal application may be submitted, subject to submission of current and valid Business/ Mayor's Permit after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).

³ Unnotarized Omnibus Sworn Statement (with Secretary Certificate for Corporations or Partnership) may be submitted, subject to submission of the notarized OSS after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).