



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8745721  
**Procuring Entity** PHILIPPINE RECLAMATION AUTHORITY  
**Title** EXTERNAL HARD DRIVE 1TB (95 pcs), FLASH DRIVE 16GB (190 pcs), WIRELESS MOUSE (60 pcs)  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	EXTERNAL HARD DRIVE 1TB (95 pcs), FLASH DRIVE 16GB	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	30
<b>Category:</b>	Information Technology Parts & Accessories & Perip	<b>Date Published</b>	13/06/2022
<b>Approved Budget for the Contract:</b>	PHP 381,500.00	<b>Last Updated / Time</b>	13/06/2022 00:00 AM
<b>Delivery Period:</b>	15 Day/s	<b>Closing Date / Time</b>	16/06/2022 17:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Angela Rodrigo BAC Secretariat Member 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		

#### Description

-- SEE ATTACHED QUOTATION FORM FOR THE PARTICULARS --

REQUIRED SUPPORTING DOCUMENTS (attachment to your quotation):

1. Accomplished Quotation and Specifications Form
2. PhilGEPS Registration Number
3. Valid Business/ Mayor's Permit for 2022

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

Good day!

May we invite you to submit a quotation for the above-mentioned requirements of Philippine Reclamation Authority (PRA).

Please fill up the attached quotation form and submit the same with the required supporting documents. You can send it in hardcopy to PRA Temporary Office Located at:

Bldg. 3 PNOC Compound  
Energy Center, Rizal Drive  
Bonifacio Global City  
Fort Bonifacio, Taguig City

You may also email your proposal to bac@pea.gov.ph for the attention of BAC Secretariat. Online submission is preferred. Kindly check our website at <http://www.pea.gov.ph> for announcement of office hours during the community quarantine.

Quotation must be submitted on or before the quotation closing date as shown above. Quotation received with incomplete requirements and those received after the closing date will not be accepted. You may write your queries and concerns to bac@pea.gov.ph.

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	External HD, Flash Drive, Wireless Mouse	See Quotation Form and Technical Specifications	1	Lot	381,500.00

#### Other Information

Email bac@pea.gov.ph for your online submission or queries related to this procurement. The advertisement is also posted at [www.pea.gov.ph](http://www.pea.gov.ph).

Submission of proposals in hardcopy and the delivery of the items being procured is at:

Bldg. 3 PNOC Compound  
Energy Center, Rizal Drive  
Bonifacio Global City  
Fort Bonifacio, Taguig City

**Created by** Angela Rodrigo

**Date Created** 10/06/2022

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.



**Republic of the Philippines**  
**OFFICE OF THE PRESIDENT**  
**PHILIPPINE RECLAMATION AUTHORITY**

7<sup>th</sup> floor, Legaspi Towers 200 Bldg., 107 Paseo De Roxas St., Legaspi Village, 1226 City of Makati  
 Tel. No.: (02) 459-5000 • Facsimile No.: (02) 815-2662  
 Website: www.pea.gov.ph • Email: info@pea.gov.ph

**REQUEST FOR QUOTATION (Shopping or SVP ₱50,000 or less)**

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

Project Name:	<b>EXTERNAL HARD DRIVE 1TB (95 pcs), FLASH DRIVE 16GB (190 pcs), WIRELESS MOUSE (60 pcs)</b>	PhilGEPS Ref. No.:	<b>8745721</b>
		Approved Budget for the Contract (ABC):	<b>₱ 381,500.00</b>
		Closing Date:	<b>16 JUNE 2022</b>

**INSTRUCTIONS:**

<ol style="list-style-type: none"> <li>1. Do not alter the contents of this form in any way.</li> <li>2. Bidder shall provide correct and accurate information required in this form.</li> <li>3. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative.</li> <li>4. If another form is used other than this RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions of this RFQ.</li> <li>5. 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).</li> <li>6. Indicate the brand name of the offered item/s (if applicable).</li> <li>7. The Technical Specifications must be complied with. Failure to do so shall render the quotation ineligible/disqualified.</li> <li>8. For <b>EXCLUSIVE MANUFACTURER, DISTRIBUTOR OR AGENT IN THE PHILIPPINES</b>, attach appropriate documents to the said effect.</li> <li>9. E-mail duly accomplished form to bac@pea.gov.ph or submit said form to PRA Office (BAC Secretariat). <b>ONLINE SUBMISSION IS PREFERRED.</b></li> <li>10. Quotations, including documentary requirements, received after the Closing Date/Deadline shall not be accepted.</li> <li>11. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.</li> </ol>	<p><b><u>ATTACH THE FOLLOWING DOCUMENTS WITH YOUR QUOTATION</u></b></p> <p>✓ Valid PhilGEPS Registration Number</p> <p>✓ Mayor's/Business Permit for 2022</p> <p><i>(Per 2016 Revised IRR of R.A. 9184)</i></p>
---	---

**SUPPLIER INFORMATION (Fill-out completely):**

Company Name:		PhilGEPS Reg. No.:	
		TIN:	
Address and Website		Email Address:	
		Contact Number:	

**OFFICIAL QUOTATION FROM THE SUPPLIER:**

NO.	QTY.	UNIT	DESCRIPTION	BRAND NAME (if applicable)	UNIT PRICE*	TOTAL PRICE (Unit Price x Qty)*
1.	95	pcs	External Hard Drive, 1 TB			
2.	190	pcs	Flash Drive, 16 GB			
3.	60	pcs	Mouse, Wireless			
			<b>See Technical Specifications</b>			
<b>GRAND TOTAL IN PHILIPPINE PESO:</b>						

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

Quoted by:

Signature Over Printed Name of Authorized Representative :		Position:	
--	--	-----------	--

**TERMS AND CONDITIONS** (Fill-out completely the required information):

1. Payment shall be in the form of **Company Check** and price validity shall be **45 calendar days**.
2. Availability of item/s:
  - Delivery                                      Within 15 calendar days (c.d.) upon
  - Pick-up    receipt of Purchase Order (P.O.)
3. For Goods, the item/s shall be inspected on the scheduled date and time of the Procuring Unit.
4. Warranty period:
  - Not Applicable
  - Applicable warranty period shall be \_\_\_\_\_.
5. Indicate if quotation is:
  - VAT INCLUSIVE
  - NON-VAT (**ATTACH CERTIFICATION**)
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. Supplier must be ready to provide proof of compliance (pictures, brochure, certification, etc.) and sample when required by the BAC for evaluation purposes.
8. By submitting this quotation, supplier is authorizing PRA to deduct the following from the total amount as payment for taxes:

	GOODS				SERVICES			
	EXPANDED W/ TAX	TAX CERTIFICATE	FINAL VAT	TAX CERTIFICATE	EXPANDED W/ TAX	TAX CERTIFICATE	FINAL VAT	TAX CERTIFICATE
VARIABLE	1%	BIR Form 2307	5%	BIR Form 2307	2%	BIR Form 2307	5%	BIR Form 2307
NON-VAT	1%	BIR Form 2307	1%	BIR Form 2306	2%	BIR Form 2307	1%	BIR Form 2306

**TECHNICAL SPECIFICATIONS**

SPECIFICATIONS	COMPLY / NOT COMPLY	REMARKS
<b>EXTERNAL HARD DRIVE, 1 TB, 95 pcs</b> <ul style="list-style-type: none"> <li>• Capacity: 1TB</li> <li>• Weight: 181g – 205g</li> <li>• Rotational Speed: 5400 rpm</li> <li>• System Requirements: MS Windows 7, MS Windows 10, MAC OS 10.7 or later, Linux Kernel 2.6.31 or later</li> <li>• Certificates: CE/FCC/BSMI</li> <li>• Warranty: 3 years</li> <li>• Key Feature: a. Military-grade Shockproof Protection; b. With LED light indicator</li> <li>• Interface: Super Speed USB 3.1 Gen 1 / USB 3.0 Compliant</li> <li>• Operation: DC 5V (Power supplied through USB)</li> <li>• Case Material: Durable anti-shock rubber/plastic case</li> <li>• Antivirus: Pre-installed Antivirus (OPTIONAL)</li> <li>• Accessories: With USB 3.0 cable and product manual in ENGLISH</li> <li>• Optical Media Board, OMB, Registration and License Number as Importers / Distributors / Local Licenses / Retailers</li> <li>• Marking/ Labelling shall conform with the Consumer Act of the Philippines (RA No. 7394)</li> </ul>		
<b>FLASH DRIVE, 16 GB, 190 pcs</b> <ul style="list-style-type: none"> <li>• 16 GB Capacity</li> <li>• USB version 2.0/3.0 port compatible</li> </ul>		

Quoted by:

Signature Over Printed Name of Authorized Representative :		Position:	
--	--	-----------	--

<ul style="list-style-type: none"> <li>• Plug-n-play</li> <li>• With light indicator</li> <li>• With memory chip/board firmly embedded in durable casing</li> <li>• With built-in USB interface cover (e.g. Swivel, Slide/Retractable type)</li> <li>• With carrying strap (neck/wrist)</li> <li>• ISO 9001:2008 Certified</li> <li>• Product Warranty: 1 year</li> <li>• Brand shall be engraved/ embossed/ printed on the item. Printing shall not be easily removed when scratched.</li> <li>• Marking/Labeling: Shall conform with the Consumer Act of the Phil. (RA 7394)</li> </ul>		
<p><b>MOUSE, WIRELESS, 60 pcs</b></p> <ul style="list-style-type: none"> <li>• Type: Wireless Mouse</li> <li>• Mouse size: ≤100mm</li> <li>• Connecting with computer: wireless</li> <li>• Resolution: 1600 DPI</li> <li>• Interface: USB</li> <li>• Wireless transmission frequency: 2.4 GHz</li> <li>• Number of keys: 3</li> <li>• Applicable system: Windows 10 or Higher version/Windows 8/Windows RT/Windows 7/Mac OS X 10.5 or Higher version/Chrome OS/Linus Kernel 2.6+2.</li> <li>• Feature: Enjoy quiet, smooth and stable optical tracking, wireless free connection, plug and play, Ergonomic design and micro receiver</li> <li>• Marking/Labeling: Shall conform with the Consumer Act of the Phil. (RA 7394)</li> </ul>		

Quoted by:

Signature Over Printed Name of Authorized Representative :		Position:	
--	--	-----------	--