



AFP Retirement and Separation Benefits System

Camp General Emilio Aguinaldo, Quezon City

Date: 02 July 2018

REQUEST FOR QUOTATION

Please quote your lowest price on the items listed below, subject to the conditions also listed below, stating the shortest time of delivery and submit your quotation duly signed by your authorized representative not later than 4:00 pm on 09 July 2018 to this address:

Management Information System Office (MISO)
AFP Retirement and Separation Benefits System (AFPRSBS)
424 Capinpin Avenue, Camp General Emilio Aguinaldo, Quezon City

Name of Project	Procurement of Contract for Server Maintenance and Support Service Agreement for the four (4) Servers of the AFP Retirement and Separation Benefits System (AFPRSBS), which are identified and described as follows:		
	Description	Model/Serial Number	Present Use
	IBM System X3500 M3 2.4GHz Xeon	MT-99A5073	Production Server
	IBM System X3500 M3 2.4GHz Xeon	MT-99A5110	Test Server
	IBM System X3500 M3 2.4GHz Xeon	MT-99A5135	Development Server
	HP NetServer LC3	SG91200420	Production Server
Approved Budget for the Contract (ABC)	Two Hundred Fifty Thousand Pesos (Php250,000.00)		

NOTES:

1. Please submit your quotation and accreditation requirements in separate sealed envelopes.
2. As a Government-Owned and Controlled Corporation (GOCC), the AFPRSBS shall deal only with legitimate suppliers and/or contractors which issue official receipts registered with the Bureau of Internal Revenue (BIR).
3. All entries in the Quotation Form shall be typewritten.
4. Quoted prices shall be inclusive of value-added taxes and other applicable taxes and shall be firm and valid for a period of at least thirty (30) days from the date of receipt of quotation and shall be binding upon the supplier within the period.

5. Contract shall be awarded to the bidder with the best service and lowest calculated responsive bid.
6. Any and all costs necessary for the supplier to fulfill its obligations in the delivery of the maintenance service shall be deemed included in the financial proposal. Any cost incurred in the fulfillment of the obligations but were not included in the financial proposal shall be shouldered by the supplier with the lowest complying bid.
7. AFPRSBS reserves the right to post-qualify any supplier and/or reject any or all submitted quotations without thereby incurring any liabilities to the affected bidder/supplier or bidders/suppliers.
8. Accreditation requirements shall be submitted in a **separate sealed envelope**, which shall include the following:
 - a. Certified True Copy from Original Copy of the Philippine Government Electronic Procurement System (PhilGEPS) Registration Certificate;
 - b. Certified True Copy from Original Copy of Valid and Current Mayor's Permit and/or Business Permit;
 - c. Certified True Copy from Original Copy of the BIR Registration Certificate with Taxpayer's Identification Number (TIN) and Tax Clearance for bidding purposes;
 - d. Certified True Copy from Original Copy of the Department of Trade and Industry (DTI) or Securities and Exchange Commission (SEC) Registration Certificate;
 - e. Certified True Copy from Original Copy of the Income/Business Tax Return for the immediately preceding calendar year; and
 - f. Original Copy of the Corporate Secretary's Certificate designating the company's authorized representative to submit and sign the bid and to sign any and all contracts and documents pertaining to the award of maintenance and support service contract.
9. The winning bidder shall be required to post a Performance Security in the form of a Surety Bond issued by a reputable insurance or bonding company with an amount equivalent to the value of the contract price.
10. For further information, please call at telephone number (02) 912-3483 or (02) 911-2155 and look for Mr. Rendell Sopeña or Mr. Florante Urbano of the Management Information System Office, AFPRSBS.

QUOTATION FORM

ITEM NO.	ITEM & DESCRIPTION	QTY.	PRICE

Printed Name & Signature of the Bidder's Authorized Representative

Name of Company

Date Submitted

After having carefully read and accepted your conditions above, I/We quote you on the item at the price noted above.

Name of Bidder:

Delivery Period:

Price Validity :

TIN _____

Tel. Nos. _____

Fax No. _____

E-mail address: _____