



AFP Retirement and Separation Benefits System
Camp General Emilio Aguinaldo, Quezon City

Date: September 7, 2023

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 10:00 am on September 14, 2023 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 New Firewall Appliance with One (1) Year Total Security Suite License for year 2023-2024
Approved Budget for the Contract (ABC)	Five Hundred Thirty Thousand Pesos Only (PhP530,000.00)

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 bidders 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 bidders within the period.
5. Contract shall be awarded to the bidder with the lowest calculated responsive bid but with no derogatory record or past experience with the AFPRSBS.
6. Only quotations from bidders that are duly authorized by the manufacturer to provide, sell, configure and support the firewall appliance shall be accepted. The certification from the manufacturer authorizing the winning bidder to provide such service support should be submitted to the AFPRSBS during the post-qualification of the winning bidder with the lowest complying bid.

7. Any and all costs necessary for the winning bidder to fulfill its obligations in the maintenance and support of the Firewall Appliance 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 winning bidder with the lowest complying bid.
8. AFPRSBS reserves the right to post-qualify any winning bidder and/or reject any or all submitted quotations without thereby incurring any liabilities to the affected bidder or bidders.
9. AFPRSBS shall be under no obligation to disclose any information about the winning bidder to the losing bidders until after the posting of award to the winning bidder is made in the PhilGEPS website.
10. Accreditation requirements shall be submitted in a **separate sealed envelope**, which shall include the following:
 - a. Certified True Copy of the Department of Trade and Industry (DTI) or Securities and Exchange Commission (SEC) Registration Certificate;
 - b. Certified True Copy of Valid and Current Mayor's Permit and/or Business Permit;
 - c. Certified True Copy of the BIR Registration Certificate with Taxpayer's Identification Number (TIN) and Tax Clearance for bidding purposes;
 - d. Certified True Copy of the Philippine Government Electronic Procurement System (PhilGEPS) Registration Certificate;
 - e. 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 placement and acceptance of orders.
11. For further information, please call at telephone numbers (02) 8911-2155 and look for Mr. Rendell P. Sopeña 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 : _____

Printed Name & Signature of the Bidder's Authorized Representative

Name of Company

Date Submitted

TIN _____

Tel. Nos. _____

Fax No. _____

E-mail address: _____