

**Civil Service Commission**  
Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City

**REQUEST FOR QUOTATION**

RFQ No. : 2022-079 NP-SVP  
Date: June 2, 2022  
PR No./End-User : 2022-03-0161 (OFAM-BGMD)

Company Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
Tel No. & Fax No. : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_  
PhilGEPS Reg. No. : \_\_\_\_\_  
TIN No. : \_\_\_\_\_

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Prospective lessors who will submit a proposal with the lowest calculated and responsive offer shall be selected. As a condition for award, you will be required to submit a copy of your **Mayor's/Business Permit**, together with your proposal. The updated **\*Certification Platinum Membership** may be submitted in lieu of the Mayor's/Business Permit and PhilGEPS Registration Number. If awarded, you will be required to submit a **\*signed copy of Purchase Order (PO) prior to the date of delivery.**

Please accomplish and submit this form and all the **required documents** to Procurement Management Division - OFAM, Basement, Civil Service Commission, Constitution Hills, Quezon City or fax it through number **931-8029** or email to **csc.ofam.pmd@gmail.com** not later than **03:00 P.M. of June 9, 2022.**

  
**RENEL JOANNE G. GAMBITO**  
Procurement Officer  
931-7935; 931-7939; 931-8092 Loc. 508

  
**SAM V. MANGLICMOT**  
Chief Administrative Officer  
Office for Financial & Assets Management (OFAM)

**TERMS AND CONDITIONS:**

1. Award shall be made on per:  Item Basis  Lot Basis  Total Quoted Price
2. Goods/Services shall be rendered on Thirty (30) government working days, 8am-5pm upon receipt of Purchase Order (PO)
3. Place of Delivery: Civil Service Commission, Constitution Hills, Quezon City - OFAM at Lower Ground Floor
4. Please indicate Warranty: \_\_\_\_\_
5. Technical specification with asterisks (\*) are mandatory. For goods, please indicate brand, model and country of origin.
6. Bidders shall provide **correct and accurate information** required in this form.
7. Quotations exceeding the Approved Budget for the contract shall be rejected.
8. Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
9. Terms of Payment: **within 15-30 days upon complete submission of supporting documents.**  
Payment shall be made through Land Bank's LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account)/Bank Transfer Facility.  
Account Name: \_\_\_\_\_ Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_ Branch: \_\_\_\_\_  
**"Note: Non-Land Bank of the Philippines accounts shall be charged a service fee.**
11. Liquidated Damages/Penalty: **amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.**
12. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
13. In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.
14. Prospective supplier must not be blacklisted by the PhilGEPS-DBM as appeared in their "List of Blacklisted Bidders".
15. **NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at [www.philgeps.gov.ph](http://www.philgeps.gov.ph) and register for free."**

\_\_\_\_\_  
Printed Name/Signature  
Authorized Representative of the Service Provider

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PHILGEPS Reg. No. : \_\_\_\_\_

TIN No. : \_\_\_\_\_

RFQ No. **2022-079 NP-SYP**  
 Date: **June 2, 2022**  
 PR No./End-User: **2022-03-0161 (OFAM-BGMD)**

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	YES	NO	REMARKS/BIDDERS SPECIFICATIONS If applicable, write the detailed specifications in the space provided. Indicate brand, model and country of origin.	UNIT PRICE	TOTAL PRICE
1	<b>Supply, Delivery and Installation of (16 IP Cam) CCTV</b>	1	lot					
	<i>Specifications:</i>							
	Network Video Recorder (NVR) 16 Channel 4 SATA							
	Hard Disk Drive 10TB SATA							
	4MP IR Bullet IP Camera (16 units)							
	16 Ports PoE+ Gigabit Switch							
	43" Full HD Monitor HDMI/VGA input with Built-in Speaker							
	CAT6 UTP Cable							
	RJ45							
	Moldings/Box and Junction Box and/or Metal Enclosure (for switch port, server, Camera)							
	PVC Pipes 1/2", 3/4", LB 1/2, 3/4"							
	Metal Clamps							
	* The supply, delivery and installation of (16 IP Cam) 16 channels CCTV, along with its hardware, materials and accessories, shall have a minimum warranty of two (2) years against manufacturing defects and service warranty							
	* The supplier shall conduct training to CSC Focal Persons on the technical aspect and proper operation of the CCTV system							
	* The supplier shall conduct the installation within thirty (30) days from the date of acceptance of the Purchase Order (PO).							
	<b>Approved Budget for the Contract: PhP500,000.00</b>							
	XXXXXXXXXXXX-Nothing Follows-XXXXXXXXXXXX							

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 Procurement Officer  
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