



REQUEST FOR QUOTATION (RFQ) No. 322-2020

Procurement Unit

The Tarlac State University (TSU), through its Bids and Awards Committee (BAC) and Procurement Unit, will undertake an **Alternative Method of Procurement through Negotiated Procurement** for the items stated below, in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The TSU hereinafter referred to as "the Buyer", now requests submission of a price quotation for the subject below:

Job Order No.	DESCRIPTION/PARTICULARS	APPROVED BUDGET FOR THE CONTRACT (ABC) inclusive of VAT
2020-071 (MISO)	SUBSCRIPTION TO SHORETEL SERVICE PACK	364,000.00
Purpose: SUBSCRIPTION TO SHORETEL SERVICE PACK		

Philgeps Posting: Active Date: 10/10/2020 Closing Date: 10/13/2020 Category: IT Reference No.: 7242806

Interested suppliers are required to submit the following documents:

- Valid and Current Mayor's / Business Permit
- Latest Income / Business Tax Return
- Proof of PhilGeps Registration
- Omnibus Sworn Statement
- Brochure, if applicable

TSU Condition of Sale:

- Delivery Schedule: 30 calendar days from receipt of approved PO/NTP
- Bid Validity: 120 calendar days from submission of bids
- Delivery Site: Supply and Property Management Unit, Tarlac State University
(045) 606-8159 / (045) 982-2605
- Warranty shall be for a period minimum of three (3) months of expendable supplies, or a supplies/equipment after acceptance by the procuring entity of the delivered

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which comply with the minimum technical specifications and other terms and conditions stated herein.

Any alteration, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1) and eligibility documents is not later than 10/13/2020 at the Procurement Unit, Admin Building Tarlac State University, Tarlac City.

Open submission may be done manually or through email at javy_carlos@yahoo.com / julietelaineacuna@yahoo.com

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the underperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten (10%) percent of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The TSU reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of R.A 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

CARLOTA M. MARCOS
Head, Procurement Unit

PRICE QUOTATION

Date: 10/9/2020
 RFQ No. 322-2020
 PR/JO No. 2020-071 (MISO)

The Bids and Awards Committee
 c/o Procurement Unit
 TSU, Tarlac City
 (045) 982 -4630 / (045) 606 -8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1	package	SUBSCRIPTION TO SHORETEL SERVICE PACK PARTNER SUPPORT AND MAINTENANCE FOR TARLAC STATE UNIVERSITY - INCLUDES MINOR TO MAJOR SOFTWARE UPGRADES, PATCHES, FIXES AND UPDATES FOR THE DURATION OF THE CONTRACT - HARDWARE REPLACEMENT OF DEFECTIVE SHOREGEAR SWITCHES AND SERVICE APPLIANCE ONLY FOR THE DURATION OF THE CONTRACT - 24/7 ACCESS TO SHORETEL TAC TEAM VIA TOLL-FREE PHONE NUMBER AND WE3-CHAT - RESPOND TO REPORTED TROUBLE AS PER REQUEST BY TARLAC STATE UNIVERSITY - CONDUCT TROUBLE SHOOTING AS PER REPORTED TROUBLE - SUBMIT SUMMARY OF TROUBLE REPORT DONE ON SITES - RESPONSE TO EVERY SERVICE CALL ON MALFUNCTION AND DEFECTS DURING WARRANTY PERIOD	1		

Warranty : _____

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

AUTHORIZED REPRESENTATIVE:

Signature : _____
 Printed Name : _____
 Date : _____
 Company Name Registered : _____
 E-mail Address : _____
 Contact no. : _____

BANK DETAILS:

Bank Name : _____
 Bank Address : _____
 Bank Account Name : _____
 Bank Account Number : _____



PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for
Philippine Government
Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7242806
Procuring Entity TARLAC STATE UNIVERSITY
Title Subscription to Shoretel Service Pack
Area of Delivery Tarlac

Solicitation Number: 322-2020	Status	Pending
Trade Agreement: Implementing Rules and Regulations	Associated Components	3
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods	Document Request List	0
Category: Information Technology	Date Published	10/10/2020
Approved Budget for the Contract: PHP 364,000.00	Last Updated / Time	09/10/2020 16:58 PM
Delivery Period: 30 Day/s	Closing Date / Time	13/10/2020 13:00 PM
Client Agency:		
Contact Person: Juliet Elaine Acuna Canvasser Romulo Blvd. Tarlac City Tarlac Philippines 2300 63-045-6068157 julietelaineacuna@yahoo.com		

Description

for MISO use.

Line Items

Item No.	Quantity	Description	Unit	Lot	Amount (PHP)
1		Subscription to Shoretel Service Pack	Lot		364,000.00

Other Information

The bidders must download the attached documents in the associated components section.

Created by Juliet Elaine Acuna

Date Created 09/10/2020

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