



PHILIPPINE INTERNATIONAL TRADING CORPORATION

5/F NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City

Request for Quotation
RFQ Reference No. GPG-EP-2020-053
(EMERGENCY PROCUREMENT)

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ONE (1) LOT BRAND NEW IT EQUIPMENT FOR THE PHILIPPINE GENERAL HOSPITAL (PGH)

The Philippine International Trading Corporation (PITC) and the University of the Philippine Manila – Philippine General Hospital (UPM-PGH) intend to apply the sum of PESOS: NINE MILLION SEVENTY FIVE THOUSAND & 00/100 ONLY (Php 9,075,000.00) being the Approved Budget for the Contract (ABC) to payment under the contract for the **SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ONE (1) LOT BRAND NEW IT EQUIPMENT**, more particularly described as follows:

Item No.	Description	Quantity	Approved Budget for the Contract (ABC) (P) (VAT Inclusive)
One (1) Lot Brand New IT Equipment consisting of the following items:			
1.	Desktop Computer with Operating System, Antivirus and Office Software	75 units	9,075,000.00
2.	All-in-One Computers with Operating System, Antivirus and Office Software	75 units	
3.	All-in-One Ink Tank Printers	45 units	

NOTE:

Bids received in excess of the ABC shall be automatically rejected.

May we request Authorized Manufacturers/ Local First-Tier Distributors to submit quotation under the following requirements, terms and conditions for compliance. **Local First Tier Distributor** are those directly appointed by the principal manufacturer.

For submission:

1. Minimum Eligibility Requirements:

- a. Valid and current PhilGEPs Registration
- b. DTI or SEC Registration;
- c. Business / Mayor's Permit for 2020 issued by the city or municipality where the principal place of business of the prospective supplier is located;
- d. Valid and current Tax Clearance

2. Technical Requirements:

- a. Completely filled out PITC Technical Quotation Forms: **Annex I**;
- b. Product Brochure / Technical Data Sheet and Instructions to use in Hard Copies (English Language) of the item/s being offered **showing compliance** to the technical specifications of the following:

Item No. 1	Desktop Computer with Operating System, Antivirus and Office Software
Item No. 2	All-in-One Computers with Operating System, Antivirus and Office Software
Item No. 3	All-in-One Ink Tank Printers



- c. **For Manufacturers:** Certification that the supplier has been in the business of manufacturing IT equipment for at least five (5) years.

OR

For Local First Tier Distributors: Copy of Valid and Current Certificate of Distributorship (as First Tier Distributor) issued by the principal manufacturer authorizing the bidder to sell/distribute the items subject of this bidding.

The Certificate MUST INDICATE/INCLUDE the following:

- a) That the manufacturer has been in the business manufacturing IT equipment for five (5) years;
 - b) That the principal and the local distributor must have been in the business partnership for at least five (5) years;
- d. Omnibus Sworn Statement, **Annex II**;
- a) Authority of the designated representative
 - b) Non-inclusion in blacklist or under suspension status
 - c) Authenticity of Submitted Documents
 - d) Authority to validate Submitted Documents
 - e) Disclosure of Relations
 - f) Compliance with existing labor laws and standards
 - g) Bidders Responsibilities
 - h) Did not pay any form of consideration

3. Financial Requirements:

- a. Completely filled out PITC Financial Quotation Form: **Annex III** - Supplier's price proposal must not be more than the ceiling price and must be inclusive of VAT;
- b. Price must be valid for One Hundred Twenty (120) calendar days upon submission of quotation.

Requirements if Awarded the Contract

- Delivery Period: Within Thirty (30) calendar days after receipt of Notice to Proceed;
- Delivery Place: Equipment Section, Property and Supply Division, Philippine General Hospital, Taft Avenue, Manila

Should your company be interested, you may submit your **open quotation** on or before **Wednesday, 21 July 2020 STRICTLY NOT LATER THAN 5:00 PM** thru the following email address:

- erika.guycoa@pitc.gov.ph
- erika.guycoa@pitc1973.onmicrosoft.com
- jinky.apolinar@pitc.gov.ph
- jinky.apolinar@pitc1973.onmicrosoft.com

Note: Maximum size of email with attachment is six (6) MB only. You may email your quotation in parts if your attachment is more than six (6) MB.

Thank you.




CHRISTABELLE P. EBRIEGA
Vice President
Government Procurement Group

After having carefully read and accepted the Terms and Conditions,
I/we submit our quotation for the SUPPLY, DELIVERY, INSTALLATION AND
COMMISSIONING OF ONE (1) LOT BRAND NEW IT EQUIPMENT FOR
THE PHILIPPINE GENERAL HOSPITAL (PGH).

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation of Company Authorized Representative (in print)

Contact Details (Tel. No., Fax No. & Email Address)

Date



PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.

Annex I (Page 1 of 5)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION
TECHNICAL QUOTATION FORM**

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ONE (1) LOT BRAND NEW IT EQUIPMENT FOR THE PHILIPPINE GENERAL HOSPITAL (PGH)

**RFQ Reference No. GPG-EP-2020-053
EMERGENCY PROCUREMENT**

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATION

INSTRUCTIONS TO THE SUPPLIER: Indicate "COMPLY" if Supplier's Statement of Compliance meets the technical specifications as indicated. Do not leave any blank. A "YES" or "NO" entry will not be accepted. Failure to comply will result to rejection of the Supplier's proposal.

Line No.	PROJECT REQUIREMENTS	Supplier's Statement of Compliance
1)	One (1) Lot of IT Equipment consisting of the following items:	
	A. Desktop Computer (75 units)	
	B. All-in-One Computers (75 units)	
	C. All-in-One Ink Tank Printers (45 units)	
Line No.	TECHNICAL SPECIFICATIONS	Supplier's Statement of Compliance

A. Seventy-Five (75) Units Desktop Computers

A.1)	Central Processing Unit (CPU)	
	• Processor: At least Core i5-9400 Processor (9 MB cache, minimum of 4.1 Ghz)	
	• Memory: At least 8GB DDR4 2666 Memory	
	• Storage: At least 1TB 3.5-inch SATA 7200 RPM HDD + 128 GB Solid State Drive	
	• Graphics Card: At least 2GB DDR5 or higher (supporting VGA, DVI, HDMI)	
	• Network: WiFi802.11ac 2.4/5 GHz, Bluetooth 4.2 and Ethernet	
	• Port/s: USB 3.1; HDMI 2.0; RJ 45 Ethernet	
	• Built-in sound	
A.2)	Monitor	
	• Display must be at least 23" LED Monitor	
A.3)	Keyboard	
	• USB wired keyboard	
A.4)	Mouse	
	• USB wired mouse	
	• Optical	
A.5)	Software	
	• OS: Windows 10 Pro, 64 bit	
	• Endpoint security antivirus (Sophos) with at least one (1) year subscription	
	• MS Office 365 subscription (Business Standard) with at least one (1) year	

I/We, the undersigned Manufacturer/Supplier, having examined the Technical Documents for this project hereby OFFER to (supply/deliver/perform) the herein described items.

I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this proposal is binding on us.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date



PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.

Annex I (Page 2 of 5)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION
TECHNICAL QUOTATION FORM**

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ONE (1) LOT BRAND NEW IT EQUIPMENT FOR THE PHILIPPINE GENERAL HOSPITAL (PGH)

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Line No.	TECHNICAL SPECIFICATIONS	Supplier's Statement of Compliance
A.6)	Accessories: <ul style="list-style-type: none"> • One (1) Optical Drive DVD Writer • One (1) Minitower/Desktop case • One (1) Recovery DVD • Back UPS, 650VA, 220-240V 	
B. SEVENTY-FIVE (75) UNITS ALL-IN-ONE DESKTOP COMPUTERS		
B.1)	Central Processing Unit (CPU) <ul style="list-style-type: none"> • Processor: At least Core i5-9400 Processor (9 MB cache, minimum of 4.1 Ghz) • Memory: At least 8GB DDR4 2666 Memory • Storage: At least 1TB 3.5-inch SATA 7200 RPM HDD + 128 GB Solid State Drive • Graphics Card: At least 2GB DDR5 or higher (supporting VGA, DVI, HDMI) • Network: WiFi802.11ac 2.4/5 GHz, Bluetooth 4.2 and Ethernet • Port/s: USB 3.0; HDMI 2.0; RJ 45 Ethernet • Built-in sound 	
B.2)	Monitor <ul style="list-style-type: none"> • Display must be at least 21.5" LED Monitor 	
B.3)	Keyboard <ul style="list-style-type: none"> • USB wired keyboard 	
B.4)	Mouse <ul style="list-style-type: none"> • USB wireless mouse • Optical 	
B.5)	Software <ul style="list-style-type: none"> • OS: Windows 10 Pro, 64 Bit • Endpoint security antivirus (Sophos) with at least one (1) year subscription • MS Office 365 subscription (Business Standard) with at least one (1) year subscription 	
B.6)	Accessories: <ul style="list-style-type: none"> • One (1) Recovery DVD • Back UPS, 650VA, 220-240V 	

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Annex I (Page 3 of 5)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION
TECHNICAL QUOTATION FORM**

**SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ONE (1) LOT BRAND NEW IT EQUIPMENT FOR THE PHILIPPINE GENERAL HOSPITAL (PGH)
RFQ Reference No. GPG-EP-2020-053
EMERGENCY PROCUREMENT**

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Line No.	TECHNICAL SPECIFICATIONS	Supplier's Statement of Compliance
C. FORTY-FIVE (45) UNITS ALL-IN-ONE INK TANK PRINTERS		
C.1)	Print, Copy Scan	
C.2)	Ink Tank System	
C.3)	PRINT:	
	• Print Speed (Black): up to 8ppm or higher, (Color): 5ppm or higher;	
	• Max Printing Resolution (color): 4800x1200 dpi or higher;	
C.4)	SCAN:	
	• Type: Flatbed;	
	• Optical Resolution: up to 1200x1200 dpi;	
C.5)	Connectivity	
	• USB, Wireless, WiFi Direct, Windows 10 with backward compatibility	
C.6)	Includes driver and installation	

ITEM	Please Indicate the Brand and Model Number Being Offered:
Desktop Computer	
All-in-One Computers	
All-in-One Ink Tank Printers	

NOTE: All the items in the Lot must be supplied in full and each item must be of the same brand.

Line No.	OTHER REQUIREMENTS	Supplier's Statement of Compliance
2)	Bidders warrants that it has Service Center/s for the IT equipment within Metro Manila.	

I/We, the undersigned Manufacturer/Supplier, having examined the Technical Documents for this project hereby OFFER to (supply/deliver/perform) the herein described items.

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Annex I (Page 4 of 5)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION
TECHNICAL QUOTATION FORM**

**SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ONE (1) LOT BRAND NEW IT
EQUIPMENT FOR THE PHILIPPINE GENERAL HOSPITAL (PGH)**

RFQ Reference No. GPG-EP-2020-053

EMERGENCY PROCUREMENT

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATION

INSTRUCTIONS TO THE SUPPLIER: Indicate **"COMPLY"** if Supplier's Statement of Compliance meets the technical specifications as indicated. Do not leave any blank. A **"YES"** or **"NO"** entry will not be accepted. Failure to comply will result to rejection of the Supplier's proposal.

Line No.	REQUIREMENTS IF AWARDED THE CONTRACT	Supplier's Statement of Compliance
3)	Delivery Period: Within Thirty (30) calendar days after receipt of Notice to Proceed.	
4)	Delivery Place: Equipment Section, Property and Supply Division, Philippine General Hospital, Taft Avenue, Manila	
5)	Delivery Conditions: <ul style="list-style-type: none"> • All deliveries must be done in the presence of Inspection Team consisting of one (1) PITC representative and one (1) authorized representative of the UPM-PGH • During delivery, the Supplier shall be responsible in unloading the items from the container/truck to the designated delivery center. In the absence of materials handling equipment at the site, the Supplier at his expense shall provide the necessary equipment such as but not limited to: forklifts, hand pallet truck, etc. • All costs during the delivery, handling, including transportation and other related expenses shall be borne by the Supplier. 	
6)	Warranty period/ Coverage of Warranty: <ul style="list-style-type: none"> • Desktop Computer and All-in-One Computer: Three (3) years on parts and service; Printer: One (1) year on parts and service; • Undertaking to provide a service unit for units/ components that need repair during the warranty period within forty-eight (48) hours of notification; Warranty shall commence from the date of acceptance by the end user after installation, testing and commissioning.	
7)	Manuals: Bidder must provide original and hard copy of Operator's Manual in English Language upon delivery.	
8)	Acceptance Parameters: Functional testing of each unit.	

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PHILIPPINE INTERNATIONAL TRADING CORPORATION
TECHNICAL QUOTATION FORM
SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ONE (1) LOT BRAND NEW IT
EQUIPMENT FOR THE PHILIPPINE GENERAL HOSPITAL (PGH)
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INSTRUCTIONS TO THE SUPPLIER: Indicate “COMPLY” if Supplier’s Statement of Compliance meets the technical specifications as indicated. Do not leave any blank. A “YES” or “NO” entry will not be accepted. Failure to comply will result to rejection of the Supplier’s proposal.

Line No.	REQUIREMENTS IF AWARDED THE CONTRACT	Supplier’s Statement of Compliance															
9)	<p>Helpdesk and technical support: Supplier must provide after-sales maintenance, support, product enhancement and free software upgrades for the duration of the contract based on the following service level agreement:</p> <p align="center">Service Level Agreement</p> <p>Vendor shall provide problem resolution for defects in accordance with the severity levels indicated above for the duration of the contract.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Severity level</th> <th>Response Time</th> <th>Resolution Time</th> </tr> </thead> <tbody> <tr> <td align="center">1</td> <td align="center">1 hour</td> <td align="center">4 hours</td> </tr> <tr> <td align="center">2</td> <td align="center">4 hours</td> <td align="center">1 Calendar day</td> </tr> <tr> <td align="center">3</td> <td align="center">8 hours</td> <td align="center">5 Calendar days</td> </tr> <tr> <td align="center">4</td> <td align="center">24 hours</td> <td align="center">10 calendar days</td> </tr> </tbody> </table>	Severity level	Response Time	Resolution Time	1	1 hour	4 hours	2	4 hours	1 Calendar day	3	8 hours	5 Calendar days	4	24 hours	10 calendar days	
Severity level	Response Time	Resolution Time															
1	1 hour	4 hours															
2	4 hours	1 Calendar day															
3	8 hours	5 Calendar days															
4	24 hours	10 calendar days															
	<p>Severity Level 1: Complete loss of all service of the Product and the situation is an emergency. The vendor will acknowledge within One (1) hour from the time the call was logged with the vendor and shall remedy defects and/or provide a workaround within Four (4) hours of notification of the problem, with a permanent solution within an agreed timeframe.</p>																
	<p>Severity Level 2: Severe loss of service of the Product however, operation can continue in a restricted fashion. The vendor will acknowledge within Four (4) hours from the time the call was logged with the vendor and shall remedy defects and/or provide a workaround within the One (1) calendar day of notification of the problem, with a permanent solution within an agreed timeframe.</p>																
	<p>Severity Level 3: A minor loss of service of the Product, the impact is an inconvenience. The vendor will acknowledge within Eight (8) hours from the time the call was logged with the vendor and shall use reasonable efforts to remedy defects and/or provide a workaround within Five (5) calendar days of notification of the problem, with a permanent solution within an agreed timeframe.</p>																
	<p>Severity Level 4: No loss of service of the Product; the result is a minor error, incorrect behavior, or a documentation. The vendor will acknowledge within Twenty-four (24) hours from the time the call was logged with the Vendor and the vendor shall use its reasonable efforts to remedy defects and/or provide a workaround within ten (10) calendar days of notification of the problem, with a permanent solution within an agreed timeframe.</p>																

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 I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation.
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Signature of Company Authorized Representative

Name & Designation (in print)

Date



**SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ONE (1) LOT BRAND NEW IT EQUIPMENT FOR THE PHILIPPINE GENERAL HOSPITAL (PGH)
RFQ Reference No. GPG-EP-2020-053**

**Approved Budget for the Contract: ₱9,075,000.00
OMNIBUS SWORN STATEMENTS**

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) SS.

AFFIDAVIT

I/We, _____, of legal age, <civil status>,
<nationality> with residence at _____,
after having been duly sworn to in accordance with law do hereby certify under oath as follows:

(a)
AUTHORITY OF THE DESIGNATED REPRESENTATIVE
(Please check appropriate box and fill up blanks)

Sole Proprietor
That I am the sole proprietor of <company name/name of supplier> with business address at _____; Telephone No. _____, with Fax No. _____ and e-mail address _____ and as such, I have the full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding.

Name: _____
Title: _____
Specimen Signature: _____

- OR -

That I am the duly authorized representative of the owner/sole proprietor of <company name/name of supplier> with business address at _____; Telephone No. _____, with Fax No. _____ and e-mail address _____ as shown in the attached Special Power of Attorney, and granted full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding.

Name: _____
Title: _____
Specimen Signature: _____

Note: Please attach a Special Power of Attorney, if not the Sole Proprietor/Owner.



Corporation, Partnership, Cooperative

That I/we am/are the duly authorized representative/s of <company name>, located at _____, with Telephone No. _____; Fax No. _____ and e-mail address, _____, as shown in the attached Secretary's Certificate issued by the corporation or the members of the joint venture, and granted full power and authority to execute and perform any and all acts necessary and/or to represent our company in the abovementioned bidding, including signing all bidding documents and other related documents such as the contracts:

1) Name: _____ 2) Name: _____

Title: _____ Title: _____

Specimen Signature: _____ Specimen Signature: _____

Note: Please attach duly executed Secretary's Certificate.

(b)

NON-INCLUSION IN THE BLACKLIST NOR UNDER SUSPENSION STATUS BY ANY AGENCY OR GOVERNMENT INSTRUMENTALITY

That the firm I/We represent is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, Foreign Government/Foreign or International Financing Institution whose blacklisting rules been recognized by the Government Procurement Policy Board;

(c)

AUTHENTICITY OF SUBMITTED DOCUMENTS

That each of the documents submitted by our company in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct.

(d)

AUTHORITY TO VALIDATE SUBMITTED DOCUMENTS

The undersigned duly authorized representative of the Applicant, for and in behalf of the Applicant, hereby submits this Letter of Authorization in relation with Application to apply for Eligibility and to Bid for the subject contract to be bid.

In connection thereat, all public official, engineer, architect, surety company, bank institution or other person, company or corporation named in the eligibility documents and statements are hereby requested and authorized to furnish the Chairman, PITC Bids & Awards Committee I or her duly authorized representative/s any information necessary to verify the correctness and authenticity of any item stated in the said documents and statements or regarding our competence and general reputation.

I/We hereby give consent and give authority to the Chairman of **PITC Bids and Awards Committee I** or her duly authorized representative, to verify the authenticity and correctness, of any or all of the documents and statements submitted herein; and that I/we hereby hold myself liable, criminally or civilly, for any misrepresentation or false statements made therein which shall be ground for outright disqualification and/or ineligibility, and inclusion of my/our company among the contractors blacklisted from participating in future biddings of **Philippine International Trading Corporation**.



(e)
DISCLOSURE OF RELATIONS

That for and in behalf of the Bidder, I/We hereby declare that the sole proprietor or proprietress/ all officers and members of the partnership or cooperative/ all officers, directors, and controlling stockholders of the corporation/ all partners and members of the Joint Venture are not related by consanguinity or affinity up to the third civil degree with the **Head of the Procuring Entity**, members of the **Board of Directors**, the **President**, **Officers** or **Employees** having direct access to information that may substantially affect the result of the bidding such as, but not limited to, the **members of the PITC BAC**, the **members of the TWG of PITC**, the **PITC BAC Secretariat**, the **head of the end-user unit**, and the **project consultants**. It is fully understood that the existence of the aforesaid relation by consanguinity or affinity of the Bidder with the aforementioned Officers of the Corporation shall automatically disqualify the Bid.

(f)
COMPLIANCE WITH EXISTING LABOR LAWS AND STANDARDS

That our company diligently abides and complies with existing labor laws and standards.

(g)
BIDDER'S RESPONSIBILITIES

1. That I/we have taken steps to carefully examine all of the bidding documents;
2. That I/we acknowledge all conditions, local or otherwise affecting the implementation of the contract;
3. That I/we made an estimate of the facilities available and needed for the contract to be bid, if any;
4. That I/we will inquire or secure Supplemental /Bid Bulletins issued for this project;
5. That the submission of all bidding requirements shall be regarded as acceptance of all conditions of bidding and all requirements of authorities responsible for certifying compliance of the contract;
6. That I have complied with our responsibility as provided for in the bidding documents and all Supplemental /Bid Bulletins;
7. That failure to observe any of the above responsibilities shall be at my own risk and
8. That I agree to be bound by the terms and conditions stated in the Conditions of the Contract for this project.

(h)
DID NOT PAY ANY FORM OF CONSIDERATION

That our company did not give or pay directly or indirectly any commission, amount, fee or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2020 at _____, Philippines.

**Bidder's Authorized Representative
Signature over Printed Name**



SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____
at _____, Philippines. Affiant exhibited to me his/her competent Evidence of
Identity (as defined by the 2004 Rules on Notarial Practice) _____ issued
_____ at _____, Philippines.

Doc. No. _____
Page No. _____
Book No. _____
Series of 2020 _____



PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.

Annex III

**PHILIPPINE INTERNATIONAL TRADING CORPORATION
FINANCIAL QUOTATION FORM**

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ONE (1) LOT BRAND NEW IT EQUIPMENT FOR THE PHILIPPINE GENERAL HOSPITAL (PGH)

RFQ Reference No. GPG-EP-2020-053

EMERGENCY PROCUREMENT

PRICE MUST BE INCLUSIVE OF VAT

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATION

NOTE: Supplier's price proposal/quotation must not exceed the ABC/Ceiling Price per item. The Supplier shall shoulder all transportation costs and bears all risk until the goods have been delivered to the site.

Item No.	Description	Quantity	ABC (P) (VAT Inclusive)	Supplier's Price Proposal (P)	
				Unit Price	Total Price
ONE (1) LOT BRAND NEW IT EQUIPMENT CONSISTING OF THE FOLLOWING:					
1.	Desktop Computer with Operating System, Antivirus and Office	75 Units	9,075,000.00		
2.	All-in-One Computers with Operating System, Antivirus and	75 Units			
3.	All-in-One Ink Tank Printers	45 Units			

TOTAL BID PRICE

TOTAL BID PRICE (Amount in Words)

Note:

- I. Price must be valid for One Hundred Twenty (120) days upon submission of quotation;
- II. The Supplier shall shoulder all transportation costs and bears all risk until the goods have been delivered to the site. If delivery is outside Metro Manila, all expenses (airfare, hotel accommodation, per diem, etc.) relative to delivery shall be borne by the Supplier.
- III. Payment to Supplier of the Contract Price, net of applicable withholding tax shall be made within fifteen (15) days after full delivery, and submission of the required documents as follows:
 1. Original and duplicate **BIR VAT registered Supplier's Invoice** issued under the name of the UPM-PGH indicating UPM-PGH TIN: 000-864-006-018. Entries must be typewritten, or computer printed and **must be duly acknowledged and received by UPM-PGH's authorized representative;**
 2. **Original and duplicate Delivery Receipt** issued under the name of the UPM-PGH duly acknowledged and received by UPM-PGH's authorized representative and countersigned by PITC QAIT representative; and
 3. Original Joint Certificate of Acceptance issued by authorized representatives of UPM-PGH and PITC.
 4. Beneficiary Certificate issued by UPM-PGH that the following documents were submitted/complied by the supplier:
 - a) List of Authorized Service Center/s in Metro Manila (with available spare parts, indicating address, telephone & fax numbers, email address and contact person)
 5. As one of documentary requirements for payment (as applicable), submit certified true copies of pertinent tax receipts and duties paid on the imported parts/equipment pursuant to COA Memo No. 90-684 dated Dec. 5, 1990/Administrative Order No. 200 dated November 20, 1990. For locally purchased materials, the BIR registered sales invoice of the seller is acceptable.

SUPPLIER'S UNDERTAKING

I/We, the undersigned Manufacturer/Supplier, having examined the Technical Documents for this project hereby OFFER to (supply/deliver/perform) the herein described items.

I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation. Until a formal Contract is prepared and signed, this proposal is binding on us.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date