



Office of the President of the Philippines
OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS

REQUEST FOR QUOTATION

03 November 2017

The Office of the Presidential Adviser on the Peace Process (OPAPP) through its Bids & Awards Committee (BAC), invites interested bidders for the Small Value Procurement of Thirty Five (35) sets of Image Capturing Device Thirty (30) Sets of Biometric Finger Print Reader with SDK and Thirty (30) Sets of Electronic Signature Pads. The details of the project are as follows:

A. Name of the Project:	Procurement, Supply & Delivery of Thirty (35) Sets of Image Capturing Device, Thirty (30) Sets of Biometric Finger Print Reader with SDK and Thirty (30) Sets of Electronic Signature Pads.
B. Source of Fund:	Turkish Funding Contribution
C. Approved Budget for the Contract (ABC):	Six Hundred Thirty Four Thousand and Three Hundred Seventy Five Pesos (PhP634,375.00)
D. Mode of Procurement:	Negotiated Procurement- <i>Small Value Procurement (R.A. 9184)</i> .
E. Minimum Technical Specifications	I.) IMAGE CAPTURING DEVICE <ul style="list-style-type: none">• Image Resolution: 8.0 Mega Pixels• DPI: 3200x2400• Image Sensor: 1/5"CMOS, 640 x 480 Pixels• Lens: F=2.4, f=3.0mm• View Angle: 66 degrees• Focus Distance: Automatic focus, 10cm to infinity• Exposure Control: Automatic• White Balance: Automatic• Computer Port: USB Port• Plug and Play feature enabled• Service Warranty: 1 year.

II.) BIOMETRICS – FINGER PRINT READER WITH SDK

- **Device connection:** USB 2.0 (High Speed)
- **Supported OS:** Microsoft Windows 8.1 or higher
- **Sensor resolution:** 500 dpi (native) 1000 dpi (interpolated)
- **Image capture area (Platen size):** 19 mm x 16 mm
- **Sensor type:** Optical
- **Illumination:** Blue LEDs
- **Operating temperature:** -10°C ~ 60°C
- **Others:** 1 year service warranty.

III.) ELECTRONIC SIGNATURE PADS

- **Device connection:** USB 2.0 (High Speed)
- **Active Area:** 10 x 6 inch
- **Resolution:** 5080 LPI (Lines per Inch)
- **Reading Height:** 10mm
- **Compatibility:** Windows 8.1 or higher
- **Pen Holder:** 8 Tips & 1 Remove Ring
- **Others:** Pen, Driver installation CD
- **Service Warranty:** 1 year.

F. *Documentary Requirements:*

- 1) Mayor's/ Business Permit;
- 2) PhilGEPS Registration Certificate;
- 3) Latest Income/ Business Tax Return;
- 4) Omnibus Sworn Statement in accordance with sec. 25.3 of the 2016 IRR of RA 9184;
- 5) Statement of Compliance or product brochure.

G. *Terms and Conditions:*

1. The ABC is inclusive of applicable taxes.
2. Bid offer exceeding the ABC shall be automatically disqualified.
3. The bid offer must be valid for Thirty (30) calendar days upon receipt by the procuring entity.
4. The HoPE or its duly authorized representative reserves the right to invoke sec. 41 of the 2016 IRR of RA 9184.
5. Documentary requirements must be submitted on or before the deadline of

submission of bids. Late bids will not be accepted.

6. If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline of submission of bid ends.

7. Submit you bids in a sealed envelope with (i) your complete (postal) address; & (ii) telephone, fax and email address. Unsealed bids will not be accepted.

8. This documents may be downloaded from PhilGEPS website or from OPAPP's website (peace.gov.ph).

9. The cost of these bidding documents per GPPB Resolution 4-2012, dated 24 February 2012, is Five Hundred Thousand Pesos (Php500.00), payable upon submission of bids.

10. The assigned PhilGEPS Reference Number of the procurement must be indicated at the upper right portion of the envelope.

11. Place of Delivery & Acceptance:


Mr. Jamal S. Umngan
IDB Headquarters, No.19 San Isidro Avenue, Rosary Heights 10, Cotabato City.

12. Deadline of Submission of Bids: 14 December 2017, 4:30pm.


13. Delivery Period: Within 15 days from receipt of Notice to Proceed.

The contract will be awarded to the *lowest quotation* and *responsive* to our specifications and requirements. Please submit your quotation, duly signed by your representative, in a sealed envelope address to PAULMARK R. MARTINEZ, 6th Agustin I Bldg. F. Ortigas Jr. Road, Ortigas Center, Pasig City.

Sincerely,


MARIA VERONICA B. FORONES
Administrative Office III, IDB

Approved by:


JOCELYN R. NOVENARIO
PPO IV

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After having carefully read and accepted your terms and conditions, our best offer for the procurement of the above listed goods is _____ (Please fill-in details: amount in words) _____ (PhP _____ .00). We bind ourselves to begin the renovations seven (7) calendar days from receipt of your Notice of Award.

Company Name: _____
Authorized Representative: _____
Signature: _____
Position: _____
Contact No.: _____
Address: _____