



Republic of the Philippines
NATIONAL LIBRARY OF THE PHILIPPINES
Bids and Awards Committee

REQUEST FOR QUOTATION

Date: July 5, 2023

RFQ No.: 60-2023-A

Company/Business Name: _____

Address: _____

Business/Mayor's Permit No.: _____

TIN: _____

PhilGEPS Registration Number **(required)**: _____

The **National Library of the Philippines (NLP)**, through its Bids and Awards Committee (BAC), intends to procure for the **Procurement of Information and Communications Technology (ICT) Equipment, Devices, and Accessories (LOT Bidding)** through **Section 53.9 (Negotiated Procurement – Small Value Procurement)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided on this Request for Quotation (RFQ). Submit your quotation duly signed by you or your duly authorized representative **not later than July 13, 2023 at 4:00 PM.**

The following documents are also required to be submitted along with your quotation on the specified deadline above:

Document	Remarks
Copy of 2023 Mayor's or Business Permit	In case not yet available, you may submit your expired 2022 Mayor's or Business Permit with the Official Receipt of renewal application. However, a copy of your 2023 Mayor's or Business Permit shall be required to be submitted before award of contract.
Notarized Omnibus Sworn Statement (GPPB-Prescribed Form)	Supported by Secretary's Certificate or Special Power of Attorney, if necessary.
Latest Income / Business Tax Return	Manually-filed tax returns or filed through EFPS

For any clarification, you may contact us at telephone no. **(02) 5310-5029 local 406 / 412** or email address at bac@nlp.gov.ph.

(Digitally Sgd.)
MARICEL M. UREÑA
BAC Chairperson



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INSTRUCTIONS:

Note: Failure to follow these instructions will disqualify your entire quotation.

- (1) Do not alter the contents of this form in any way.
- (2) The use of this RFQ is **highly encouraged** to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ **only** pertains to deadline extension.

If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions below.

In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.
- (3) **All mandatory technical specifications must be complied with.** Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.
- (4) Quotations may be submitted through electronic mail at bac@nlp.gov.ph.
- (5) Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the email shall be considered.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. Price quotation/s must be valid for a period of **forty-five (45) calendar days** from the deadline of submission.
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the GPPB-TSO shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
7. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Item/s delivered shall be inspected on the scheduled date and time of the NLP. The delivery of the item/s shall be acknowledged upon the delivery to confirm the compliance with the technical specifications.
10. Payment shall be made after delivery and upon the submission of the required supporting documents, *i.e.*, Order Slip and/or Billing statement, by the supplier, contractor, or consultant. Our Government Servicing Bank, *i.e.*, the Land Bank of the Philippines, shall credit the amount due to the identified bank account of the supplier, contractor, or consultant **not earlier than twenty-four (24) hours, but not later than forty-eight (48) hours**, upon receipt of our advice. Please note that the **corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier, contractor, or consultant.**
11. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The NLP may terminate the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
12. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 9184 and its 2016 revised IRR.
13. The RFQ, Purchase Order (PO), and other related documents for the above-stated Procurement projects shall be deemed to form part of the contract.



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After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Procurement of Information and Communications Technology (ICT) Equipment, Devices, and Accessories (LOT Bidding)			
Unit	Minimum Technical Specifications	Qty.	Statement of Compliance (Comply or Not Comply; Please specify the BRAND and MODEL of your offer if applicable)
Lot 1. Supply and Delivery of Microphone and Sound Card			
pieces	USB Microphone Cardioid Condenser Mic Computer gaming microphone with mic gain and boom arm	2	
piece	Professional Sound Card V8 Audio Interface USB With Bluetooth accompaniment input	1	
piece	Professional Sound Card Functional Podcast Studio Equipment Plug and play; No driver requirement Compatible with smartphones, tablets, and computers, including Android, iOS, Windows, and MacOS Easy-to-use interface With buttons for multiple sound effects With real-time headphone monitoring Supports 2 mic input With noise and ambient sound canceling With sidechain function to highlight human voice With separate volume controls for mic and accompaniment With independent accompaniment input With 3-way live broadcast output With USB-C interface for power and data With built-in 1200mAh lithium battery capable for up to 8 hours of usage With Bluetooth 5.0 wireless connection or better Includes console, user manual, USB-C to USB-C cable; USB-A to USB-C cable, 3.5mm audio cable x2	1	
Lot 2. Supply and Delivery of Various ICT Tools and Equipment			
sets	Vice Plier Multi-Functional, Multi-Purpose Wire Cutter, Wire Stripper Pointed Pliers, Circlip Pliers, Electrical Peeling	2	
sets	Monitor Desktop Mount with Full Motion Swivel for 17 to 27" LCD Monitor	8	





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	<p>With built-in durable gas-strut cylinder Compatible Screen Size: 17" - 27" Weight Capacity: 4.4 to 14.3 lbs Upright Lift Distance: 10" Rotation: 360 degrees Swivel: 180 degrees Tilt: +35 degrees - 50 degrees Motion Type: Full motion Swivel Adjustment: Yes Tilt: Yes Material: Aluminum Alloy Color Family: Black Monitor Stand Type: Stand Height-Adjustable Arm/Stand: Yes Weight (lb): 12.8 VESA Standard: 75x75, 100x100 mm Number of Monitors Held: 2 Maximum Monitor Weight (lb): 14.3 Maximum Monitor Size (inches): 27 Installation: C-Clamp or Grommet mount With integrated cable management</p>		
sets	<p>Precision Screwdriver Kit Magnetic screwdriver multi Computer PC Mobile Phone Device R</p>	2	
set	<p>18V Cordless Impact Drill With 41-piece accessories set with free Fisherman's Box</p>	1	
each	<p>1/2-20UNF 1.5-12mm Keyless Metal Drill Chuck Quick change adapter SDS-Plus shank</p>	1	
each	<p>5mm x 150mm SDS Rotary Hammer Concrete Masonry Drill Bit</p>	2	
Lot 3. Supply and Delivery of Networking and Video Cables and Equipment			
pieces	<p>Cat 6 Patch Panel (Loaded) ANSI/TIA Category: 6 Cable Type: Unshielded Color: Black Conductor Type: Solid Stranded Modules, quantity: 4 Panel Style: Straight Rack Type: EIA 19 in Rack Units: 1 Termination Type: IDC Total Ports, quantity: 24 Transmission Standards: ANSI/TIA-568.2-D ISO/IEC 11801 Class E</p>	22	



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	<p>Wiring: T568A T568B Height: 44.45 mm 1.75 in Width: 482.6 mm 19 in Depth, with cable management: 119.38 mm 4.7 in Compatible Diameter Over Dielectric, maximum: 1.168 mm 0.046 in Compatible Diameter Over Dielectric, minimum: 0.762 mm 0.03 in Compatible Conductor Gauge, solid: 22 AWG 24 AWG Compatible Conductor Gauge, stranded: 22 AWG 24 AWG Current Rating at Temperature: 1.5 A @ 20 °C 1.5 A @ 68 °F Dielectric Withstand Voltage, RMS, conductive surge: 1,500 Vac @ 60 Hz Dielectric Withstand Voltage, RMS, contact-to-contact: 1,000 Vac @ 60 Hz Insulation Resistance, minimum: 500 Mohm Remote Powering: Fully complies with the recommendations set forth by IEEE 802.3bt (Type 4) for the safe delivery of power over LAN cable when installed according to ISO/IEC 14763-2, CENELEC EN 50174-1, CENELEC EN 50174-2 or TIA TSB-184-A Contact Plating Material: Precious metals Material Type: High-impact, flame retardant, thermoplastic Powder coated steel Termination Contact Plating: Nickel Plug Insertion Life, minimum: 750 times Plug Insertion Life, test plug: IEC 60603-7 compliant plug Plug Retention Force, minimum: 133 N 29.9 lbf Operating Temperature: -10 °C to +60 °C (+14 °F to +140 °F) Storage Temperature: -40 °C to +70 °C (-40 °F to +158 °F) Relative Humidity: Up to 95%, non-condensing Flammability Rating: UL 94 V-0 Safety Standard: RCM UL cUL Packaging quantity: 1</p>		
pieces	<p>CAT 6 RJ-45 Connector with Integrated Boot and Pair Manager for MP-6AU Regional Availability: Asia Australia/New Zealand EMEA Latin America North America Product Type: Modular plug ANSI/TIA Category: 6 Cable Type: U/UTP (unshielded) Conductor Type: Solid</p>	800	





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	<p>Interface: RJ45 Positions/Loaded Contacts: 8 Termination Type: IDC Compatible Cable Diameter, maximum: 6 mm 0.236 in Compatible Cable Diameter, minimum: 5.3 mm 0.209 in Compatible Insulated Conductor Diameter, maximum: 1.03 mm 0.041 in Compatible Insulated Conductor Diameter, minimum: 0.84 mm 0.033 in Contact Plating Thickness: 1.27 µm Compatible Conductor Gauge, solid: 23 AWG Contact Base Material: Copper alloy Contact Plating Material: Gold over nickel Material Type: Polycarbonate Plug Insertion Life, minimum: 750 times Safety Standard: UL 114344 Packaging Quantity: 100 Packaging Type: Bag</p>		
pieces	<p>Horizontal Cable Manager 1U (Horizontal Cable Management Assembly) Should help route and organize patch cords and cables between panels; 19 inches, rack mountable Industry Standards: RoHS compliant, EL V compliant Lead Free Solder Processes: Not relevant for lead free process Color: Black Configuration: Single Sided Product Type: Cable Management Panel Rack Units: 1 Footprint: Standard Enclosure Type: Consolidation Point Enclosure Enclosure Dimensions: 22 x 22 x 8 Panel Height (mm [in]): 44.45 [1.750] Rear Cable Management: Standard Fingers Cable Management Type: Horizontal Front Cable Management: Standard Fingers</p>	22	
boxes	<p>Cat6 UTP Cable Color: Gray Number of Pairs: 4 Total Number of Conductors: 8 AWG: 24 Stranding: Solid Conductor Material: BC - Bare Copper Insulation Material: PO - Polyolefin</p>	25	



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	<p>Outer Shield Material: Unshielded Outer Jacket Material: PVC - Polyvinyl Chloride Plenum (Y/N): N Outer Jacket Ripcord: Yes UL CM Rated Should support frequencies of up to 250 MHz and the 10BASE-T, 100BASE-T, 1000BASE-T, and 10GBASE-T 1000ft/305m</p>		
pieces	<p>Cat6 UTP 28AWG CM/LSZH Cable Assembly, Orange, 1M Orange, 1M TX6-28 Category 6 Performance 28 AWG UTP Patch Cords Category 6/Class E, UTP, small diameter patch cords, constructed of 28 AWG, unshielded, twisted pair, stranded copper (dual-rated CM/LSZH) cable with high performance RJ45 modular plugs</p>	54	
pieces	<p>Cat6 UTP 28AWG CM/LSZH Cable Assembly, Orange, 3M Orange, 3M TX6-28 Category 6 Performance 28 AWG UTP Patch Cords Category 6/Class E, UTP, small diameter patch cords, constructed of 28 AWG, unshielded, twisted pair, stranded copper (dual-rated CM/LSZH) cable with high performance RJ45 modular plugs</p>	54	
pieces	<p>3.5 Caddy HDD Tray for Lenovo SR650 Serial No. J301R4HL Model 7X06</p>	7	
pieces	<p>10/100/1000Mbps Gigabit Ethernet PCI Express Network Card PCIe RJ45 LAN Adapter</p>	5	
pieces	<p>USB 3.0 HUB 4 Port Adapter Multi USB Splitter High Speed OTG Hub - CHM/CHL</p>	8	
sets	<p>24 Pieces Tool Set Home Repair Tool Kit Electronic Instruments Watch Computer Etc. Main</p>	2	
sets	<p>RJ45 RJ11 Pass Through Crimping Tool for Cat7/6A Cat6/5 Ethernet Modular Plugs Connectors with Stripper and Spare</p>	2	
piece	<p>VGA Cable, 1.5m Material: Tinned Copper Conductor Diameter: 30 AWG, Jacketed Material Jacket: PVC Shielding: AL-Mylar</p>	1	



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	Connectors Video: HDB-15 Male / HDB-15 Female Cable Length: 1.5 m		
piece	VGA Cable, 5m Material: Tinned Copper Conductor Diameter: 30 AWG, Jacketed Material Jacket: PVC Shielding: AL-Mylar Connectors Video: HDB-15 Male / HDB-15 Female Cable Length: 5 m	1	
piece	VGA Converter Hub Compatible Devices: PC, Monitors, Laptops Connector Type: VGA, HDMI Connector Gender: Male, Color VGA to HDMI Item Dimensions (LxWxH): 8 x 3.9 x 0.2 inches	1	
pieces	HDMI Cable, Full HD, at least 1.5m	3	
piece	IOS to VGA Cord Compatible Devices: iPhone, iPad, iPod with lightning Connector Type: Lightning Other Connector Gender: Female-to-Male Color: White Item Dimensions (LxWxH): 2.6 x 0.7 x 6.1 inches	1	
bottles	Electronic Contact Cleaner, 400ml	2	
Lot 4. Supply and Delivery of Various ICT Supplies			
each	Thermal Paste, 30 grams	30	
packs	Cable Tie White (Black - Small), 100 pcs Length: 3.0 x 200MM	11	
packs	Cable Tie White (Black - Big), 100 pcs Length: 3.5 x 300MM	12	
gallons	NR. 803 Industrial and Marine Solvent II	5	
Lot 5. Supply and Delivery of Batteries			
pieces	CMOS Battery, CR2032	55	
pieces	Battery, 12 volts 7 amp. for UPS	40	
packs	Battery, 9 volts NiMN, Rechargeable	5	
packs	Battery, Size AA, Rechargeable Pack of 2's	6	
packs	Battery, Size AAA, Rechargeable Pack of 2's	6	
Delivery Period: Within 30 calendar days upon receipt of Purchase Order			



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FINANCIAL OFFER:

Terms of Payment:

Payment shall be made through Land Bank's LDDAP-ADA/Bank Transfer facility, within thirty (30) days after Submission of Billing and User Acceptance of the product. Bank Transfer fee shall be charged against the creditor's account.

Payment Details:

Banking Institution: _____
 Account Number: _____
 Account Name : _____
 Branch: _____

Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

Procurement of Information and Communications Technology (ICT) Equipment, Devices, and Accessories (LOT Bidding)	
Approved Budget for the Contract	Total Offered Quotation
Total ABC: Eight Hundred Twenty-One Thousand Two Hundred Thirty Pesos (Php 821,230.00)	
Lot 1. Supply and Delivery of Microphone and Sound Card ABC: Twenty-One Thousand Pesos (Php 21,000.00)	In Words: _____
	In Figures: _____ _____
Lot 2. Supply and Delivery of Various ICT Tools and Equipment ABC: Forty-One Thousand Seven Hundred Pesos (Php 41,700.00)	In Words: _____
	In Figures: _____ _____
Lot 3. Supply and Delivery of Networking and Video Cables and Equipment	In Words: _____





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<p align="center">ABC: Six Hundred Fifty-Seven Thousand Thirty Pesos (Php 657,030.00)</p>	In Figures:
<p align="center">Lot 4. Supply and Delivery of Various ICT Supplies</p> <p align="center">ABC: Thirty-Two Thousand Six Hundred Pesos (Php 32,600.00)</p>	In Words:
	In Figures:
<p align="center">Lot 5. Supply and Delivery of Batteries</p> <p align="center">ABC: Sixty-Eight Thousand Nine Hundred Pesos (Php 68,900.00)</p>	In Words:
	In Figures:

Signature over Printed Name

Position/Designation

Office Telephone/Fax/Mobile Nos.

Email Address/es

