



**PHILIPPINE PORTS
AUTHORITY**

Port Management Office of Batangas

PPA ADMINISTRATION BUILDING, PORT ACCESS ROAD, CALICANTO, BATANGAS CITY 4200, PHILIPPINES
TEL. NOS. (083) (43) 723-4293, 723-8704, 723-8705, 723-8706, 723-7716, 723-9173, 723-1701, 723-7896, 723-6802, 722-2429

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E-MAIL: ppa_batangas@yahoo.com
000-352-232-027 VAT

ISO 9001:2008 CERTIFIED

by TÜV Rheinland Phils. Inc.

Facilitation of Vessel Entrance and Clearance Process
CERTIFICATION No. 01 100 106294

REQUEST FOR QUOTATION

1. The Philippine Ports Authority - Port Management Office of Batangas (PPA-PMOB) through its Bids and Awards Committee for the Procurement of Goods (BAC-PG), will undertake procurement of **spare devices and telecommunication materials for MIS-IT Equipments** through Small Value Procurement in accordance with Section 53.9 of the Revised IRR of RA 9184. The details of the project are the following:

- a. Name of Project : **Supply/Delivery of Spare Devices and Telecommunication Materials for MIS-IT Equipments of PMO Batangas**
- b. Delivery Site : **Philippine Ports Authority - PMO Batangas (PPA-PMOB)
PPA Administration Bldg., Port Access Road,
Calicanto, Batangas City**
- c. Item Description/ Specification :

Item No.	Qty.	Unit	Item Description/Specification
1	4	pcs	500 GB HDD
2	4	pcs	1TB HDD
3	4	pcs	120 GB, SSD
4	2	boxes	Cat5e UTP Cable
5	10	pcs	USB Wifi Adapter

NOTE: All items must have at least a minimum of three (3) months warranty.

Quotations received in excess of the ABC shall be automatically rejected at opening of quotations.

- d. Delivery Period : Within fifteen (15) calendar days upon receipt of a written Notice or Purchase Order (P.O.), whichever is applicable. Administrative penalties pursuant to Sec. 69 of the Revised IRR of R.A. 9184 shall be imposed for non-delivery without reason.
- e. Approved Budget for the Contract (ABC) : **Php 64,560.00**
- f. Source of Fund : **PPA Corporate Funds for CY 2016**
2. The duly accomplished **Price Quotation Form (Annex "A")** and the **certified true copy** of the following documents must be placed in a sealed envelope and submitted in accordance with Item No. 3 hereof:
- Registration Certificate (e.g. DTI for sole proprietorship, SEC, etc.)
 - Valid Mayor's Permit
 - Valid Certificate of PhilGEPS Registration
 - BIR Certificate of Registration
 - Valid Barangay Business Clearance

Non-submission of any of the above required documents shall be a ground for disqualification.

VISION

By 2020, PPA shall have provided globally competitive port services in the Philippines characterized by increased productivity, efficiency, connectivity, comfort, safety, security and environmental sustainability

MISSION

- Provide reliable and responsive services in ports, sustain development of communities and the environment and be a model corporate agency of the government.
- Establish a mutually beneficial, equitable, and fair relationship with partners and service providers.
- Provide meaningful and gainful employment while creating a nurturing environment that promotes continuous learning and improvement.
- Establish a world-class port operation that is globally competitive adding value to the country's image and reputation.

3. All quotations may be submitted by mail, courier or hand carried on or before **9:00 a.m. of September 26, 2016** at the **Port Services Division Office, 5/F, PPA Administration Building, Port Access Road, Calicanto, Batangas City** addressed to:

RESTITUTO S. SEBOLLENA

Chairperson, BAC-PG
Philippine Ports Authority
PMO-Batangas,
PPA Administration Building,
Port Access Road, Calicanto, Batangas City 4200

4. All quotations shall be inclusive of the applicable Value Added Tax (VAT) and shall be valid for a period of ninety (90) calendar days from the deadline of submission of quotations.
5. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the signatory or his/her duly authorized representative/s.
6. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of Purchase Order not completed within the prescribed completion period shall be imposed per day to day of delay. The PPA may rescind the agreement once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of purchase order, without prejudice to other courses of action and remedies open to it.
7. The project shall be awarded to the supplier determined to have submitted the complete documents and lowest quotation, or single quotation in case of lone supplier.
8. Prospective supplier shall be a duly licensed Filipino citizens/sole proprietorship; partnerships, organizations, cooperatives duly organized under laws of the Philippines or a joint venture with at least sixty percent (60%) interest or outstanding capital stock belongs to Filipino Business partner.
9. PPA-PMOB reserves the right to reject any or all quotations at any time prior to award of the project without thereby incurring any liability to the affected proponents and to waive any minor defects therein and to accept quotation as may be considered advantageous to the government.
10. For the information, you may contact **Mr. Gilbert N. Rivera**, Head, BAC Secretariat at Telephone No. **(043) 723-1682** or **(043) 723-8704**.

RESTITUTO S. SEBOLLENA

Chairperson, Bids and Awards Committee
for the Procurement of Goods

Price Quotation Form

Date: _____

RESTITUTO S. SEBOLLENA

Chairperson, Bids and Awards Committee
for the Procurement of Goods (BAC-PG)
Port Management Office of Batangas
Philippine Ports Authority
PPA Administration Building
Port Access Road, Calicanto
Batangas City

Dear Mr. Sebollena,

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ) for the procurement of the project entitled "**Supply/Delivery of Spare Devices and Telecommunication Materials for MIS-IT Equipments of PMO Batangas**" posted by your office, we hereby submit our proposal corresponding to your requirement.

Item No.	Item Description/Specification	Qty.	Unit	Unit Price	Amount
1	500 GB HDD	4	pcs		
2	1TB HDD	4	pcs		
3	120 GB, SSD	4	pcs		
4	Cat5e UTP Cable	2	boxes		
5	USB Wifi Adapter	10	pcs		
TOTAL AMOUNT					

The above quoted prices are inclusive of all costs and applicable taxes. Delivery to **Philippine Ports Authority, Port Management Office of Batangas** shall be within fifteen (15) calendar days upon receipt of a written notice or Purchase Order (P.O.), whichever is applicable.

Very truly yours,

Name/Position/Signature of Representative

Name of Company

Company Address

Contact Number

Email Address


REQUISITION AND ISSUE SLIP

PPA
Agency

Division Administrative Division
Office PMO Batangas

Responsibility Center Code

RIS No.: 013216
SAI No.: 09/05/16

Requisition				Issuance	
Stock No.	Unit	Description	Quantity	Quantity	Remarks
1.	pcs	500 GB HDD, WD Blue	4		
2.	pcs	1TB HDD	4		
3.	pcs	120 GB, SSD	4		
4.	boxes	Belden UTP Cat5e, Belden	2		
5.	pcs	USB Wifi Adapter, Asus USB N10	10		
			Estimated Amount :		
			64,560.00		
Funds available:					
 RAQUEL B. LACSAMANA Actg. Corporate Finance Services Chief A <i>W</i>					

Purpose: For Maintenance of IT Equipment of PMO-Batangas

Requested by:

Approved by:

Issued by:

Received by:

MARG. EMELYN B. VILLAMOR

Signature Over Printed Name

Manager-Administrative Division

Designation

Date

LEOPOLDO C. BISCOCHO, JR.

Signature Over Printed Name

Port Manager

Designation

Date

Signature Over Printed Name

Designation

Date

TORIBIA I. HELOMINA

Signature Over Printed Name

Actg. Supv. Supply Officer

Designation

Date