

## REQUEST FOR QUOTATION

### "Software Subscription for Graphic Design, Video Editing, Web Development, Photography and Cloud Services"

P.R. No./Date Received: 201909-0211 / 09 September 2019

RFQ/P No. / Date: 201909-0189 / 12 September 2019

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described item in the attached Technical Specifications subject to the Terms and Conditions and within the **Approved Budget for the Contract (ABC)**.

**Required Documents/Information to be submitted as Attachments to the Quotation/Proposal in accordance with Annex "H" of RIRR of RA 9184:**

- **Valid Mayor's/Business Permit**
- **Latest Income/Business Tax Return**
- **PhilGEPS Registration Number (must submit proof of registration)**
- **Notarized Omnibus Sworn Statement**

This pro-forma quotation maybe submitted through **registered** or **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to [procurement@phcc.gov.ph](mailto:procurement@phcc.gov.ph) or [mvbambao@phcc.gov.ph](mailto:mvbambao@phcc.gov.ph) on or before **18 September 2019, 11:00AM** subject to the following *Terms and Conditions*:

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306) 5% R-VAT and (BIR 2307) 1% (PO) or 2% (JO) deductions.**
5. PCC PBAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. PCC reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed *Technical Specifications*.

Very truly yours,



**ATTY. JOSEPH MELVIN B. BASAS**  
Chairperson, Bids and Awards Committee

Item	QTY	ABC	Technical Specifications	Brand/Model	Unit Price	Total Amount
				(To be filled-up by the supplier)		
1	1 lot		Software Subscription for Graphic Design, Video Editing, Web Development, Photography, and Cloud Services for October to December 2019:			
		P 55,742.00	1 License - Adobe CC Full Package			
		P 73,500.00	6 Licenses - Acrobat Pro DC			
			Technical Specifications:			
			Provide a 3-month subscription license for the following:			
			a. Image editing and compositing			
			b. Vector graphics and illustration			
			c. Page design, layout, and publishing			
			d. Create, edit and sign PDF documents and forms			
			e. Video production and editing			
			f. Cinematic visual effects and motions graphics			
			g. organize, edit, and produce digital photography			
			h. share just the files you want in the cloud			
			----- Nothing Follows -----			
<b>Total Lot ABC</b>		<b>P 129,242.00</b>				<b>TOTAL Amount</b>
<b>Delivery Instructions:</b>			October to December 2019 (3 months)			

(Please provide complete information below)

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : \_\_\_\_\_

Designation/Position : \_\_\_\_\_

Name of Company : \_\_\_\_\_

Address : \_\_\_\_\_

Telephone / Fax : \_\_\_\_\_

E-mail Address : \_\_\_\_\_

Company Tax Identification Number : \_\_\_\_\_



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