



Republic of the Philippines
Department of Justice
OFFICE OF THE GOVERNMENT CORPORATE COUNSEL
Third Floor MWSS Administration Bldg., Katipunan Road
Balara, Quezon City
Contact Nos. (02) 3436 3779 / 3436 4458 / 3436 3773
Website: www.ogcc.gov.ph

REQUEST FOR QUOTATION

Date: 07 July 2020
RFQ No. 2020-07-022

Name of Company: _____
Address: _____
Name of Store/Shop: _____
Address: _____
PhilGEPS Registration No. (required): _____
Price Quotation: _____ (Php) _____

The Office of the Government Corporate Counsel (OGCC), through its Bids and Awards Committee, intends to procure **ICT Equipment and Routers for the Upgrading of OGCC Internet Connectivity** in accordance with **Section 53.9 (Small Value Procurement)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184:

LOT NO.	ITEMS	Quantity	ABC
1	Gigabit Wireless Router	8 pcs.	160,000.00
	24 - Ports Gigabit Switch Rackmount	1 pc	9,000.00
	Gigabit Load Balance Router Rackmount	1 pc	14,000.00
	Cat-6 UTB LAN Cable	1 pc	9,000.00
	TOTAL		192,000.00

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions herein provided. Submit your quotation duly signed by you or your duly authorized representative on **15 July 2020 at 2:00 p.m.** Copies of the following eligibility requirements are also required to be submitted along with your quotation/proposal:

1. **2020 Mayor's/Business Permit; and**
2. **Income/Business Tax Return**

A **notarized Omnibus Sworn Statement (GPPB-prescribed form)** should also be submitted by the winning bidder/supplier **prior to the issuance of Notice of Award.**

For any clarification, you may contact Atty. Diane Camilla R. Borja at cell phone nos. 0915 1266932/0928 7063343 or email address at TiMie.OGCC@gmail.com.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. 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.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The OGCC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the OGCC 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.
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 contractor. Our Government Servicing Bank, *i.e.*, the Land Bank of the Philippines, shall credit the amount due to the contractor's identified bank account 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 contractor's account.
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 OGCC shall rescind 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. Please see attached Terms of Reference (Annex "A") for further instructions and requirements.

(Sgd)

DOMINADOR R. ISIDORO, JR.
Assistant Government Corporate Counsel
Chairman, Bids & Awards Committee

INSTRUCTIONS:

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way.
3. Technical specifications with asterisks (*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
4. Failure to follow these instructions will disqualify your quotation.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for Lot 1 as follows:

Gigabit Wireless Router		
Specifications		
		Compliance (Please check)
Brand Offered:		
Quantity:	8 pcs	
Weight:	At most 2kgs	
Interface:	4 10/100/1000Mbps LAN Ports, 1 10/100/1000Mbps WAN Port 1 USB 3.0 Port + 1 USB 2.0 Port	
Button:	Wireless On/Off Button Power On/off Button LED On/off Button WPS Button Reset Button	
External Power Supply:	12V/5A	
Dimensions (W x D x H):	9.1 X 9.1 X 1.7 in. (230 X 230 X 43mm)	
Antenna:	8 high-performance antennas	
Wireless Standards:	IEEE 802.11ac/n/a 5GHz IEEE 802.11b/g/n 2.4GHz	
Frequency:	2.4GHz and 5GHz	
Signal Rate:	5GHz Band1: Up to 2167Mbps 5GHz Band2: Up to 2167Mbps 2.4GHz: Up to 1000Mbps	
Reception Sensitivity:	5GHz: 11a 6Mbps: -94dBm 11a 54Mbps: -76dBm 11ac HT20 (MCS8): -68dBm 11ac HT20 (MCS11): -61dBm 11ac HT40 (MCS9): -64dBm, 11ac HT40 (MCS11): -57dBm 11ac HT80: -60dBm	
	2.4GHz: 11g 54M: -77dBm	

	11n HT20 (MCS8): -73dBm, 11ac HT20 (MCS11): -63dBm 11ac HT40 (MCS9): -67dBm, 11ac HT40 (MCS11): -62dBm	
Wireless Functions:	Enable/Disable Wireless Radio, WMM, Wireless Statistics	
Wireless Security:	64/128-bit WEP, WPA/WPA2, WPA-PSK/WPA2-PSK encryption	
Transmission Power	CE <20dBm(2.4GHz) <23dBm(5.15GHz to 5.35GHz) <23dBm(5.47GHz to 5.725GHz)	
	FCC <30dBm	
Guest Network	2.4GHz guest network × 1 5GHz guest network × 2	
Quality of Service	WMM, Bandwidth Control	
WAN Type	Dynamic IP/Static IP/PPPoE/PPTP(Dual Access)/L2TP(Dual Access)	
Management	Access Control Local Management Remote Management	
DHCP	Server, Client, DHCP Client List, Address Reservation	
Port Forwarding	Virtual Server, Port Triggering, UPnP, DMZ	
Dynamic DNS	DynDns, NO-IP	
VPN Pass-Through	PPTP, L2TP, IPSec	
Access Control	Parental Control, Local Management Control, Host List, Access Schedule, Rule Management	
Protocols	Supports IPv4 and IPv6	
USB Sharing	Support Samba (Storage)/FTP Server/Media Server/Printer Server	
VPN Server	PPTP, Open VPN Server	
Certification	CE, FCC, RoHS	
System requirements	Windows older version OS and Windows 10 compatible MAC OS, Linux	

Package Contents	AC5400 Wireless Tri-Band MU-MIMO Gigabit Router Archer C5400 Power supply unit Ethernet Cable Installation Guide or Product Manual	
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Gigabit Rackmount Switch		
Specifications		
		Compliance (Please check)
Brand Offered		
Quantity	1	
Ports	24 RJ45 Ports	
MBPS	10/100/1000 Mbps	
Others:	Energy-efficient technology Supports MAC address Self-learning and auto MDI/MDIX Standard 19-inch rack-mountable Steel Case Installation Guide or Product Manual	

Gigabit Load Balance Router Rackmount		
Specifications		
		Compliance (Please check)
Brand Offered		
Quantity	1	
Ports	1 fixed gigabit WAN port 1 fixed gigabit LAN/DMZ port 3 freely interchangeable gigabit WAN/LAN ports	
Security Features	ARP Inspection DoS Defense URL/Keyword Domain Filter Access Control	
Others:	One Click restriction of IM/P2P applications Supports PPPoE Server Load Balancing Professional 4kV lightning protection	

Category 6 UTP LAN Cable		
Specifications		
		Compliance (Please check)
Brand Offered		
Quantity	1 Box which includes 4 pairs	
Total number of conductors:	8	
AWG:	24	
Stranding:	Solid	
Conductor Material:	BC - Bare Copper	
Insulation Material:	PO - Polyolefin	
Outer Shield Material:	Unshielded	

Outer Jacket Material:	PVC - Polyvinyl Chloride	
Outer Jacket Ripcord:	Yes	
Nominal Diameter	5.8mm	
Supporting frequencies	Up to 250 MHZ and the 10BASE-T, 100BASE-TX, 1000BASE-T, and 10GBASE-T	
Others:	Non Plenum Outer Jacket Ripcord UL CM Rated 1000ft/305m	

Signature Over Printed Name/Position

Telephone Number

E-mail Address

TIN Number

TERMS OF REFERENCE**I. OBJECTIVE:**

To upgrade the ICT Networking Equipment and Network Cable for an efficient Wireless Internet Connectivity in the Office of the Government Corporate Counsel, particularly in the following locations:

- 1) Office of the Government Corporate Counsel
- 2) Team 3 (shared to Team 7 & 1)
- 3) Team 6 (shared to Team 8)
- 4) Team 4 (shared to Team 9)
- 5) Property & Supply (shared to Personnel and COA)
- 6) Accounting (Shared to Cashier)
- 7) Conference Room
- 8) Library

II. PROJECT TITLE

Supply and Delivery of ICT Equipment and Routers for the Upgrading of OGCC Internet Connectivity

III. ITEMS AND APPROVED BUDGET FOR THE CONTRACT (ABC)

ITEMS	Quantity	ABC
Gigabit Wireless Router	8 pcs.	160,000.00
24 - Ports Gigabit Switch Rackmount	1 pc	9,000.00
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TOTAL		192,000.00

NOTE: The financial bid of the bidders shall be inclusive of the 12% Value Added Tax. The VAT and other applicable taxes should be clearly and separately indicated and/or itemized in the bidder's financial proposal.

IV. TECHNICAL SPECIFICATIONS

Gigabit Wireless Router	
Specifications	
Quantity	8 pcs
Weight:	At most 2kgs
Interface:	4 10/100/1000Mbps LAN Ports, 1 10/100/1000Mbps WAN Port 1 USB 3.0 Port + 1 USB 2.0 Port
Button:	Wireless On/Off Button Power On/off Button LED On/off Button WPS Button Reset Button
External Power Supply:	12V/5A
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Wireless Standards:	IEEE 802.11ac/n/a 5GHz IEEE 802.11b/g/n 2.4GHz
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Wireless Security:	64/128-bit WEP, WPA/WPA2, WPA-PSK/WPA2-PSK encryption
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Quality of Service	WMM, Bandwidth Control
WAN Type	Dynamic IP/Static IP/PPPoE/ PPTP(Dual Access)/L2TP(Dual Access)
Management	Access Control Local Management Remote Management
DHCP	Server, Client, DHCP Client List, Address Reservation
Port Forwarding	Virtual Server, Port Triggering, UPnP, DMZ
Dynamic DNS	DynDns, NO-IP
VPN Pass-Through	PPTP, L2TP, IPSec
Access Control	Parental Control, Local Management Control, Host List, Access Schedule, Rule Management
Protocols	Supports IPv4 and IPv6
USB Sharing	Support Samba (Storage)/FTP Server/Media Server/Printer Server
VPN Server	PPTP, Open VPN Server
Certification	CE, FCC, RoHS
System requirements	Windows older version OS and Windows 10 compatible MAC OS, Linux
Package Contents	AC5400 Wireless Tri-Band MU-MIMO Gigabit Router

	Archer C5400 Power supply unit Ethernet Cable Installation Guide or Product Manual
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Quantity	1
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Conductor Material:	BC - Bare Copper
Insulation Material:	PO - Polyolefin
Outer Shield Material:	Unshielded
Outer Jacket Material:	PVC - Polyvinyl Chloride
Outer Jacket Ripcord:	Yes
Nominal Diameter	5.8mm
Supporting frequencies	Up to 250 MHZ and the 10BASE-T, 100BASE-TX, 1000BASE-T, and 10GBASE-T
Others:	Non Plenum Outer Jacket Ripcord UL CM Rated 1000ft/305m

V. REQUIREMENTS FOR BIDDERS

Bidders must submit their technical and eligibility documents as indicated in the Request for Quotation (RFQ).

VI. SCOPE OF WORK

- a. The winning bidder shall deliver the complete items at the given office address below:

Property and Supply Office
OFFICE OF THE GOVERNMENT CORPORATE COUNSEL
3rd Flr MWSS Administration Building, Katipunan Avenue
Balara, Quezon City

- b. The winning bidder/supplier shall deliver the items within fifteen (15) calendar days from receipt of the Notice of Award. A request for extension may be granted provided the winning bidder provides a justifiable reason/s.
- c. The items shall be subject to inspection by the supply officer upon delivery.

VII. TERMS OF PAYMENT

- a. Advance payment is not allowed.
- b. 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 contractor. Our Government Servicing Bank, *i.e.*, the Land Bank of the Philippines, shall credit the amount due to the contractor's identified bank account 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 contractor's account.

VIII. WARRANTY

- a. 1-year warranty on all hardware items.
- b. The winning bidder shall replace all items with apparent defects and damage within seven (7) days from the date of discovery by the supply officer during the actual inspection.