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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8240412  
**Procuring Entity** MARITIME INDUSTRY AUTHORITY (MARINA)  
**Title** SUPPLY AND DELIVERY OF IT EQUIPMENT FOR THE IMPLEMENTATION OF INTEGRATED DOMESTIC SHIPPING INFORMATION SYSTEM (IDSIS)  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	2021-10-459	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods		
<b>Category:</b>	Information Technology Parts & Accessories & Perip	<b>Bid Supplements</b>	0
<b>Approved Budget for the Contract:</b>	PHP 93,000.00		
<b>Delivery Period:</b>	30 Day/s	<b>Document Request List</b>	0
<b>Client Agency:</b>			
<b>Contact Person:</b>	VADM Rene V. Medina AFP (Ret) The BAC Chairperson c/o BAC Office, 10th Floor, MARINA Bldg. A. Bonifacio Drive cor. 20th Street, Port Area Manila Metro Manila Philippines 1018 63-2-85246518  2021marinabac@gmail.com	<b>Date Published</b>	27/11/2021
		<b>Last Updated / Time</b>	26/11/2021 14:08 PM
		<b>Closing Date / Time</b>	01/12/2021 13:00 PM
<b>Description</b>  SUPPLY AND DELIVERY OF IT EQUIPMENT FOR THE IMPLEMENTATION OF INTEGRATED DOMESTIC SHIPPING INFORMATION SYSTEM (IDSIS)  Please see attached file.  You may visit our website at <a href="http://marina.gov.ph">marina.gov.ph</a> (under transparency tab)			

**Created by** VADM Rene V. Medina AFP (Ret)  
**Date Created** 26/11/2021

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Republic of the Philippines  
DEPARTMENT OF TRANSPORTATION  
**MARITIME INDUSTRY AUTHORITY**



## **REQUEST FOR QUOTATION**

The Maritime Industry Authority (MARINA) – Bids and Awards Committee (BAC), will undertake a Small Value Procurement for the **SUPPLY AND DELIVERY OF IT EQUIPMENT FOR THE IMPLEMENTATION OF INTEGRATED DOMESTIC SHIPPING INFORMATION SYSTEM (IDSIS)** for FY 2021 in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulation of Republic Act No. 9184.

Please quote your **best offer** for the item described herein, **subject to the Terms and Conditions** provided at the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by you or your representative **not later than (01 December 2021, 01:00 P.M.)** at the MARINA BAC Office, located at 10th Floor MARINA Building, Bonifacio Drive cor. 20th Street, Port Area, Manila, Philippines.

A copy of your **2021 Business/Mayor's Permit<sup>1</sup>, PhilGEPS Registration Number, Latest Income Tax Return and Omnibus Sworn Statement<sup>2</sup>** are required to be submitted along with your quotation/proposal.

For any clarification, you may contact us at [2021marinabac@gmail.com](mailto:2021marinabac@gmail.com)

  
**ATTY. KORINA MAE V. PIMENTEL**  
Head, BAC Secretariat

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<sup>1</sup> In case of recently expired Mayor's/Business permit, it shall be accepted together with its official receipt as proof that The Supplier has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted after award of contract but before payment in accordance with item 6.2 of Government Procurement Policy Board (GPPB) Resolution No. 09-2020.

<sup>2</sup> In case of Unnotarized Omnibus Sworn Statement, it shall be accepted, provided that the notarized Omnibus Sworn Statement shall be submitted after award of contract but before payment in accordance with item 6.3 of GPPB No. 09-2020.

**DATE:** \_\_\_\_\_

**NAME OF COMPANY:**

**ADDRESS:**

**COMPANY ADDRESS:**

**COMPANY TIN NUMBER:**

**PHILGEPS REGISTRATION NUMBER:**

**NAME OF REPRESENTATIVE & DESIGNATION:**

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**MARINA Building  
20th Street corner Bonifacio Drive  
1018 Port Area (South), Manila**

**Tel. Nos: (632) 523-9078 / 526-0971  
Fax No: (632) 524-2895  
Website: [www.marina.gov.ph](http://www.marina.gov.ph)**

**INSTRUCTIONS:**

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

Supplier's must state here either "Comply" or any equivalent term in the column "Supplier's Statement of Compliance" against each of the individual parameters of each specification.

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

<b>SUPPLY AND DELIVERY OF IT EQUIPMENT FOR THE IMPLEMENTATION OF INTEGRATED DOMESTIC SHIPPING INFORMATION SYSTEM (IDSIS)</b>						
<b>Item No.</b>	<b>Unit</b>	<b>Specification</b>	<b>Qty</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Bidder's Statement of Compliance</b>
<b>1</b>	<b>Pcs</b>	Computer Memory (RAM) – 5 pcs. <u>Specs:</u> <ul style="list-style-type: none"><li>- 1 pc. of 8GB Computer Memory (RAM) for Dell Optiplex 3060</li><li>- 2pcs. of 16GB Computer Memory (RAM) for Veriton M4660G</li><li>- 1 pc. of 16GB Computer Memory (RAM) for HP 280 G2 MT</li><li>- 1 pc. of 16GB Computer Memory (RAM) for Veriton X4660G</li></ul>	<b>5</b>			
<b>2</b>	<b>Pcs</b>	Headset <u>Specs:</u> <ul style="list-style-type: none"><li>- Speaker Unit: 40 mm</li><li>- Frequency Range: 20 Hz-20 KHz</li><li>- Sensitivity: 102 Db</li><li>- Impedance: 32 ohm</li><li>- MIC sensitivity: -50 dB</li><li>- Controller: Volume knob on the headset</li><li>- Plug: 3.5 mm</li><li>- RMS: 50 mW</li><li>- Adjustable Headband</li><li>- Stereo Sound</li></ul>	<b>20</b>			

3	Pcs	<b>Webcam</b> <u><b>Specs:</b></u> <ul style="list-style-type: none"> <li>- Resolution: Full HD 1080P, 1920*1080 Pixels</li> <li>- Lens Type: Full HD Glass Lens</li> <li>- Viewing Angle: 70 Degrees</li> <li>- Focus Type: Fixed Focus</li> <li>- Built-in Mic.: Single Digital Mic.</li> <li>- Frame Rate: 30fps</li> <li>- USB: USB 2.0</li> <li>- Compatible with: Windows 7 / 8 / 8.1 / 10 or Later</li> <li>- Works in USB Video Device Class (UVC) Mode: <ul style="list-style-type: none"> <li><input type="checkbox"/> Mac OS 10.6 or Later</li> <li><input type="checkbox"/> Chrome OS 6.0 or Later</li> <li><input type="checkbox"/> Linux OS 2.6 or Later</li> </ul> </li> </ul>	20			
4	Pc	<b>KVM Switch Box Kvm Switch Box Manual Switcher Support 1920x1440</b> <u><b>Specs:</b></u> <ul style="list-style-type: none"> <li>- 8-port</li> <li>- USB 2.0</li> </ul>	1			
<b>WARRANTY</b>		One (1) year on parts and service.				

*\*The above quoted prices are inclusive of all costs and applicable taxes.*

The delivery schedule expressed as week/months stipulates hereafter a delivery date which is the date to the project site.

<b>SUPPLY AND DELIVERY OF IT EQUIPMENT FOR THE IMPLEMENTATION OF INTEGRATED DOMESTIC SHIPPING INFORMATION SYSTEM (IDSIS)</b>		
<b>Code</b>	<b>Specifications</b>	<b>Delivery Date**</b>
<b>A.</b>	<b>Computer Memory (RAM)- 5 pcs.</b> <ul style="list-style-type: none"> <li>- 1 pc. of 8GB Computer Memory (RAM) for Dell Optiplex 3060</li> <li>- 2 pcs. of 16GB Computer Memory (RAM) for Veriton M4660G</li> <li>- 1 pc. of 16GB Computer Memory (RAM) for HP 280 G2 MT</li> <li>- 1 pc. of 16GB Computer Memory (RAM) for Veriton X4660G</li> </ul>	<b>Thirty (30) Working Days upon Receipt of Notice to Proceed (NTP).</b>
<b>B.</b>	<b>Headset - 20 pcs.</b> <ul style="list-style-type: none"> <li>- Speaker Unit: 40 mm</li> <li>- Frequency Range: 20 Hz-20 KHz</li> <li>- Sensitivity: 102 Db</li> <li>- Impedance: 32 ohm</li> <li>- MIC sensitivity: -50 dB</li> <li>- Controller: Volume knob on the headset</li> <li>- Plug: 3.5 mm</li> <li>- RMS: 50 mW</li> <li>- Adjustable Headband</li> <li>- Stereo Sound</li> </ul>	



<b>C.</b>	<b>Webcam - 20 pcs.</b> <ul style="list-style-type: none"> <li>- Resolution: Full HD 1080P, 1920*1080 Pixels</li> <li>- Lens Type: Full HD Glass Lens</li> <li>- Viewing Angle: 70 Degrees</li> <li>- Focus Type: Fixed Focus</li> <li>- Built-in Mic.: Single Digital Mic.</li> <li>- Frame Rate: 30fps</li> <li>- USB: USB 2.0</li> <li>- Compatible with: Windows 7 / 8 / 8.1 / 10 or Later</li> <li>- Works in USB Video Device Class (UVC) Mode: <ul style="list-style-type: none"> <li>- Mac OS 10.6 or Later</li> <li>- Chrome OS 6.0 or Later</li> <li>- Linux OS 2.6 or Later</li> </ul> </li> </ul>	<b>Thirty (30) Working Days upon Receipt of Notice to Proceed (NTP).</b>
<b>D.</b>	<b>KVM Switch Box Kvm Switch Box Manual Switcher Support</b> 1920x1440 – 1 pc. <ul style="list-style-type: none"> <li>- 8-port</li> <li>- USB 2.0</li> </ul>	
<b>E.</b>	<b>WARRANTY</b> One (1) year on parts and service.	

**FINANCIAL OFFER:**

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

SUPPLY AND DELIVERY OF IT EQUIPMENT FOR THE IMPLEMENTATION OF INTEGRATED DOMESTIC SHIPPING INFORMATION SYSTEM (IDSIS)	
Approved Budget for the Contract (ABC)	Total Offered Quotation
Ninety-Three Thousand Pesos (Php93,000.00)	In words: _____
	_____
	_____
	In figures: _____
	_____

**PAYMENT DETAILS:**

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

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Signature over Printed Name

---

Position/Designation

---

Office Telephone No.

---

Fax/Mobile No.

---

Email Address/es

### 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 lowest calculated and responsive 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 MARINA shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the MARINA-BAC 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 processed after delivery and upon the submission of the required supporting documents, in accordance with existing accounting rules and regulations. 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 value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The MARINA 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.

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Signature over Printed Name

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Position/Designation



## **TERMS OF REFERENCE**

### **SUPPLY AND DELIVERY OF IT EQUIPMENT FOR THE IMPLEMENTATION OF INTEGRATED DOMESTIC SHIPPING INFORMATION SYSTEM (IDSIS)**

#### **A. Background**

The Maritime Industry Authority (MARINA) is a government agency established pursuant to Presidential Decree No. 474 and attached to the Department of Transportation (DOTr).

The project procurement shall cover the supply and delivery of IT equipment for the implementation of Integrated Domestic Shipping Information System (IDSIS).

#### **B. Objective**

To procure brand new IT equipment for MISS team for the implementation of IDSIS.

#### **C. Approved Budget for the Contract**

The Approved Budget for the Contract (ABC) is Ninety Three Thousand Pesos (Php 93,000.00).

#### **D. Deliverables**

##### **D.1. Computer Memory (RAM)- 5 pcs.**

- 1 pc. of 8GB Computer Memory (RAM) for Dell Optiplex 3060
- 2 pcs. of 16GB Computer Memory (RAM) for Veriton M4660G
- 1 pc. of 16GB Computer Memory (RAM) for HP 280 G2 MT
- 1 pc. of 16GB Computer Memory (RAM) for Veriton X4660G

##### **D.2. Headset - 20 pcs.**

- Speaker Unit: 40 mm
- Frequency Range: 20 Hz-20 KHz
- Sensitivity: 102 Db
- Impedance: 32 ohm
- MIC sensitivity: -50 dB
- Controller: Volume knob on the headset
- Plug: 3.5 mm
- RMS: 50 mW
- Adjustable Headband
- Stereo Sound

##### **D.3. Webcam - 20 pcs.**

- Resolution: Full HD 1080P, 1920\*1080 Pixels
- Lens Type: Full HD Glass Lens
- Viewing Angle: 70 Degrees
- Focus Type: Fixed Focus
- Built-in Mic.: Single Digital Mic.
- Frame Rate: 30fps
- USB: USB 2.0
- Compatible with: Windows 7 / 8 / 8.1 / 10 or Later
- Works in USB Video Device Class (UVC) Mode:



- Mac OS 10.6 or Later
- Chrome OS 6.0 or Later
- Linux OS 2.6 or Later

D.4. KVM Switch Box Kvm Switch Box Manual Switcher Support 1920x1440 – 1 pc.

- 8-port
- USB 2.0

**E. Delivery Schedule**

1. The IT equipment must be delivered within thirty (30) days upon receipt of the Notice to Proceed (NTP);
2. MARINA shall impose penalty of 1/10 of 1% if the total value of the undelivered order for each day of delay as liquidated damages after the specified allowable number of days to deliver the units

**F. Warranty**

One (1) year on parts and service.



**ARSENIO F. LINGAD**

Director II

Management Information Systems Service

9/F MARINA Building, Bonifacio Drive corner 20th Street

Port Area, Manila

Tel No. (02) 85360665 / 87082870

miss@marina.gov.ph



# PURCHASE REQUEST

<b>PURCHASE REQUEST</b>			<b>PR No.</b> : 2021-10-459
<b>Office:</b> MISS			<b>SAI No.</b> : OCT 21 2021
<b>Division/Section:</b> Information Technology Division			

  

Item No.	Unit Lot	Item Description	Quantity	Unit Cost	Total Cost
		SUPPLY and DELIVERY OF IT EQUIPMENT FOR THE IMPLEMENTATION OF INTEGRATED DOMESTIC SHIPPING INFORMATION SYSTEM (IDSIS)			
1	pcs	8GB Computer Memory (RAM) for Dell Optiplex 3060	1	P 4,000.00	<b>P 4,000.00</b>
2	pcs	16GB Computer Memory (RAM) for Veriton M4660G	2	P 4,000.00	<b>P 8,000.00</b>
3	pc	16GB Computer Memory (RAM) for HP 280 G2 MT	1	P 4,000.00	<b>P 4,000.00</b>
4	pc	16GB Computer Memory (RAM) for Veriton X4660G	1	P 4,000.00	<b>P 4,000.00</b>
5	pcs	Webcam	20	P 2,000.00	<b>P 40,000.00</b>
6	pcs	Headset	20	P 1,000.00	<b>P 20,000.00</b>
7	pc	KVM Switch Box	1	P13,000.00	<b>P 13,000.00</b>
		xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			
<b>TOTAL</b>					<b>P93,000.00</b>

  

Requisitioning Officer

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**Signature:** \_\_\_\_\_  
**Printed Name:** ARSENIO F. LINGAD, II  
**Designation:** Director I, MISS

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**Purpose:** For the implementation of Integrated Domestic Shipping Information System (IDSIS)

### CERTIFICATION

☒ FUNDS AVAILABLE  
☐ NO FUNDS AVAILABLE

RALPH A. NARVAEZ  
 OIC-Chief, Budget Division

☐ Approved
☐ Disapproved

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**PR Approver**

**Signature:** \_\_\_\_\_  
**Printed Name:** VADM ROBERT A EMPEDRAD AFP (Ret)  
**Designation:** Administrator, MARINA

Note: Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP, special projects, etc.)



## Omnibus Sworn Statement (Revised)

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the

BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*