

wait DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Batasan Pambansa Complex, Constitution Hills, Quezon City
Tel.Nos. 951-9749, 952-0697 Local: 513-515 Tel.Fax: 931-6139

REQUEST FOR QUOTATION OF GOODS

Date of Request: May 4, 2017

RFQ No. **17-0580** **KC-NCDDP Shopping**

Company name: _____
Address: _____
Contact Person: _____
Contact Number: _____
Company TIN No. : _____
Philgeps No.: _____

Sir/Madam:

1. The National Community Driven Development Program (NCDDP) hereby requests you to submit price quotations for the following items in Annex A:

To assist you in the preparation of your price quotation, we enclose the necessary technical specifications and required quantities.

2. You may quote for any or more items under this request. Each item shall be evaluated and contract awarded separately to the supplier(s)/ service provider(s) offering the lowest evaluated price on per:

☐ Item Basis ☐ Total Quoted ☒ Lot Basis

3. Your quotation in duplicate and in the English language, should be accompanied by adequate technical documentation and catalogue(s) and other printed materials or pertinent information in English for each item quoted, including names and addresses of supplier(s)/ service provider(s) providing after sales service facilities in the Philippines.
4. The deadline for receipt of your quotation (s) by the KC-NCDDP at the address indicated in Paragraph 6 is: -
on May 8, 2017 at 3:00 pm
5. Your quotation(s) should be submitted as per the following instruction and in accordance with the Terms and Conditions including the following:
 - a. **Prices:** The prices should be quoted for the supply and Delivery of various item (Pls. refer to Annex A)
 - b. **Evaluation of Quotations:** Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices. In evaluating the quotations, the Purchaser will adjust any arithmetical errors as follows:
 - i. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern;
 - ii. where there is a discrepancy between the unit rates and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
 - iii. If a Supplier refuses to accept the correction, his quotation will be rejected.

In addition to the quoted price, the evaluated price shall include Value Added Tax and other necessary taxes as specified herein.

- iv. **Award of Purchase Order:** The award will be made to the bidder offering the lowest evaluated price that meets the technical and financial requirements.
- v. **Validity of the Offer:** Your quotation(s) should be valid for a period of forty five (45) calendar days from the deadline for receipt of quotation(s) indicated in paragraph 4 of this Request for Quotation.
- vi. If the **supplier/service provider** withdraw the quotation during the validity period and/or refuse to accept the award of a contract when and if awarded, then the supplier(s)/service provider(s) will be excluded from the list of NCDDP suppliers for the project for two years.
 - Terms of Payment: Fifteen (15) to Thirty (30) Calendar Days upon final inspection and acceptance of goods.
- vii. If the **supplier/service provider** does not start the delivery or perform the services under the contract/PO within 15 days (after signing of the contract) without valid reason acceptable to the procuring entity (DSWD), the contract may be terminated through a notice to be issued by the head of the procuring entity (HOPE); the procuring entity shall proceed to negotiate with the succeeding responsive supplier/s; otherwise re-canvass.
- viii. **Liquidated damages/penalty:** In case of failure to make the full delivery within the time specified in the delivery terms, penalty of **one-tenth (1/10) of one percent (1%)** of the undelivered cost for every day of delay shall be imposed.

6. Further information can be obtained from: Michelle C. Oxina

Telephone : 9316139 or 931-8101 to 07 local 122-124
Fax : 931-61-39
E-mail Address : mcoxina@e-dswd.net / procurement@dswd.gov.ph

7. Please confirm by fax-mail the receipt of this request and whether or not you will submit the price quotation(s)

Sincerely,



MICHELLE C. OXINA
Procurement Officer

Tel No. 951-7116 / Fax No. 931-61-39

Noted by:



KARINA ANTONETTE A. AGUDO
OIC-Chief, Procurement Planning & Mgt. Division

17-0580

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

RFQ No. **17-0580** KC-NCDDPDate: May 4, 2017 Shopping

Company Name : _____
 Company Address : _____
 Contact Person : _____
 Contact No. : _____
 Company TIN: _____
 Philgeps Reg. No. _____

| Lot No. | Qty. | Unit | Purchaser's Specifications | Bidder's Specifications Please write the detailed specifications in the space provided (Indicate brand, model and country of origin) | Unit Cost | Total Cost |
|---------|------|-------|--|---|-----------|------------|
| 1 | | | Procurement of Telecommunication Services, Subscription with free Geotagging-Capable mobile phones for CY 2017 Communication Allowance of KALAHI CIDSS - NCDDP NPMO Staff | | | |
| | | | Scheme I (12-month subscription period) with device | | | |
| | 3 | units | Plan A | | | |
| | 9 | units | Plan B | | | |
| | 9 | units | Plan C | | | |
| | 47 | units | Plan D | | | |
| | 0 | units | Plan E | | | |
| | | | Total 68 | | | |
| | | | Scheme II (6-month subscription period) without device | | | |
| | 0 | units | Plan A | | | |
| | 4 | units | Plan B | | | |
| | 20 | units | Plan C | | | |
| | 23 | units | Plan D | | | |
| | 22 | units | Plan E | | | |
| | | | Total 69 | | | |

Page 1 of 9 pages

PURPOSE :

Communication services with the free geotagging-capable mobile phones for CY-2017 Communication Allowances of KALAHI CIDSS-NCDDP NPMO Staff

PR NO : **2037041200**

IMPORTANT : The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) at DSWD-Central Office, Procurement and Supply Division within three (3) days from the date advance copy was served thru fax. FAILURE to show up and sign the original P.O. means that the bidder is not interested and will be ground for suspension/blacklisting in DSWDs future bidding



MICHELLE C. OXINA
 Procurement Officer
 Tel No. 951-7116
 Fax No. 931-6139

 (Signature over printed name)
 Supplier

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

RFQ No. **17-0580** KC-NCDDPDate: May 4, 2017 Shopping

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| Lot No. | Qty. | Unit | Purchaser's Specifications | Bidder's Specifications Please write the detailed specifications in the space provided (Indicate brand, model and country of origin) | Unit Cost | Total Cost |
|---------|------|------|----------------------------|---|-----------|------------|
|---------|------|------|----------------------------|---|-----------|------------|

A. General Specifications

The proposed telecommunication services subscription consists of customized post-paid plans that will have the following advantage over pre-paid telecommunication loads and individual post-paid accounts previously being reimbursed under the Program

1. There will be two schemes required Scheme 1 requires mobile services with Geotagging capable mobile handset with 12-months subscription period and Scheme 2 requires SIM card only with 6 months subscription period. Presented below is the detail of the schemes.

PLAN SCHEMES

| Plan | Scheme 1 - Plans that require Services and Geo-tagging capable mobile handset no. of accounts | Scheme 2- Plans that require SIM Card Only No. of accounts | Total Account | | | |
|-------|---|--|---------------|--|--|--|
| | | | | | | |
| A | 3 | 0 | 3 | | | |
| B | 9 | 4 | 13 | | | |
| C | 9 | 20 | 29 | | | |
| D | 47 | 23 | 70 | | | |
| E | 0 | 22 | 22 | | | |
| Total | 68 | 69 | 137 | | | |

Page 2 of pages 9

PURPOSE: **Communication services with the free geotagging-capable mobile phones for CY-2017 Communication Allowances of KALAHI**

CIDSS-NCDDP NPMO Staff

PR NO: **2037041200**

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DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

RFQ No. **17-0580** KC-NCDDPDate: May 4, 2017 Shopping

Company Name :
 Company Address :
 Contact Person :
 Contact No. :
 Company TIN:
 Philgeps Reg. No.

| Lot No. | Qty. | Unit | Purchaser's Specifications | Bidder's Specifications Please write the detailed specifications in the space provided (Indicate brand, model and country of origin) | Unit Cost | Total Cost |
|---------|------|------|--|---|-----------|------------|
| 1 | | | 2. Five (5) specialized post-paid plans based on the different telecommunication needs of users | | | |
| | | | 3. Unlimited Call within the existing circle/KC-NCDDP even for the different corporate accounts across all levels (NPMO, RPMO, SRPMT, ACT's) | | | |
| | | | 4. Unlimited Text within the existing circle/KC-NCDDP even for different corporate accounts across all levels (NPMO, RPMO, SRPMT, ACT's) | | | |
| | | | 5. Unlimited Text within the same network. | | | |
| | | | 6. With 68 free mobile phones than are capable of geo-tagging/gps capturing and can be installed with customized android applications for data gathering and accessing | | | |
| | | | 7. With free facility that can broadcast, receive and store SMS as well as download stored SMS in an excel-based format for transferring to KC-NCDDP server | | | |
| | | | 8. With business cap or anti-bill shock incorporated in each plan | | | |
| | | | 9. With assigned on-site support assistant at least (3) times a week (M-W-F) who will also cater RPMO issues. | | | |
| | | | 10. With accredited service centers nationwide for sales support | | | |
| | | | page 3 of pages 9 | | | |

PURPOSE : **Communication services with the free geotagging-capable mobile phones for CY-2017 Communication Allowances of KALAHI**
 CIDSS-NCDDP NPMO Staff

PR NO : **2037041200**

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Annex A

RFQ No. **17-0580** KC-NCDDP
 Date: May 4, 2017 Shopping

Company Name :
 Company Address :
 Contact Person :
 Contact No. :
 Company TIN:
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| Lot No. | Qty. | Unit | Purchaser's Specifications | Bidder's Specifications Please write the detailed specifications in the space provided (Indicate brand, model and country of origin) | Unit Cost | Total Cost |
|----------|------|------|---|---|-----------|------------|
| | | | B. Specialized Post-Paid Specifications | | | |
| | | | KC-NCDDP users are expected to take advantage of all the features and services mentioned above. However, extent of these features and services will vary depending on the need of the users. Below are the specifications for each of the proposed post-paid plans and bundled mobile phones. | | | |
| | | | Plan A Unlimited Call & Text within KC-NCDDP Loop, Unlimited text to same network, Data (with APN) Unit (compliant to NTC fair Usage Policy, Consumable Amount (PHP), User - NPM DNPM, Function- As point persons and managers of the program, they need to oversee and monitor program status through call, text and emails to ensure that the program progresses on time and definitely meet the outcomes. | | | |
| 1 | | | Plan B Unlimited Call & Text within KC-NCDDP Loop, Unlimited text to same network, Data (with APN) Unit (compliant to NTC fair Usage Policy, Consumable Amount (PHP300), User NFA, NMES, NCDS, HRS, NPS, ICMS, CAO, DRPM, Function- Part of the responsibilities of the program heads and senior specialist is to translate the plans and concepts of the program to the staff using efficient methods of communication. | | | |
| | | | Plan C Unlimited Call & Text within KC-NCDDP Loop, Unlimited text to same network, NO Data, Consumable Amount (PHP450), User NPMO AND RPMO Technical Specialist Senior MOA, Function- Most of the time, specialist and senior MOA communication with RPMO staff to provide technical knowledge and best solutions in implementing guidelines and frameworks. | | | |

page 4 of pages 9

PURPOSE: **Communication services with the free geotagging-capable mobile phones for CY-2017 Communication Allowances of KALAHI CIDSS-NCDDP NPMO Staff**

PR NO: **2037041200**

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DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

RFQ No. **17-0580** **KC-NCDDP**Date: May 4, 2017 Shopping

Company Name : _____
 Company Address : _____
 Contact Person : _____
 Contact No. : _____
 Company TIN: _____
 Philgeps Reg. No. _____

| Lot No. | Qty. | Unit | Purchaser's Specifications | Bidder's Specifications Please write the detailed specifications in the space provided (Indicate brand, model and country of origin) | Unit Cost | Total Cost |
|-------------------|------|------|--|---|-----------|------------|
| | | | Plan D Unlimited Call & Text within KC-NCDDP Loop, Unlimited text to same network, NO Data, Consumable Amount (Php200), User MOA (technical staff) ACT (AC, CEF, MFA, TF. Function- MOA Employees and ACTs are those with close coordination with staff from the regions, municipal and volunteers. It is also their duties to do geo-tagging activities on field. | | | |
| | | | Plan E Unlimited Call & Text within KC-NCDDP Loop, Unlimited text to same network, NO Data, Consumable Amount (Php100), User Janitor Staff Admin Drivers, Function- In planning and organizing logistics, it is important for them to have seamless call service to all staff of NPMO. | | | |
| | | | C. Mobile Phones Specifications | | | |
| | | | 1. All units included in the plans should be from top mobile phone brands with very good quality of hardware, camera, display, battery and exact location dependence with GPS. | | | |
| | | | 2. With OS that can be installed with free geo-tagging applications currently used by KC-NCDDP | | | |
| | | | 3. Inclusive of external memory card 64 Gb for plan A-D. | | | |
| | | | 4. Inclusive of matte screen protector/tempered glass | | | |
| Page 5 of Pages 9 | | | | | | |

PURPOSE : **Communication services with the free geotagging-capable mobile phones for CY-2017 Communication Allowances of KALAHI CIDSS-NCDDP NPMO Staff**

PR NO : 2037041200

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RFQ No. **17-0580** KC-NCDDPDate: May 4, 2017 Shopping

Company Name : _____
 Company Address : _____
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 Contact No. : _____
 Company TIN: _____
 Philgeps Reg. No. _____

| Lot No. | Qty. | Unit | Purchaser's Specifications | Bidder's Specifications Please write the detailed specifications in the space provided (Indicate brand, model and country of origin) | Unit Cost | Total Cost |
|---------|------|------|--|---|-----------|------------|
| | | | Plan A-D | | | |
| | | | Minimum Specifications of Phone | | | |
| | | | 3G Network, Dual Sim Android OS min, version 6.0 | | | |
| | | | Camera (back 13MP) and | | | |
| | | | with geotagging feature (support GPS, AGPS Beidou and GLONASS) | | | |
| | | | With Compass (hardware) | | | |
| | | | Bluetooth and USB | | | |
| | | | Min 5" screen and multi touch display | | | |
| | | | Sim Card | | | |
| | | | Memory slot: micro SD up to 64 GB | | | |
| | | | Internal: 2 GB RAM | | | |
| | | | Quad core processor (2.0GHz) | | | |
| | | | Min. 3,000 mAh battery life | | | |
| | | | Wi-Fi capable | | | |
| | | | Plan E | | | |
| | | | 2G Network | | | |
| | | | Min 1.8" and 128 x 160 pixels screen display | | | |
| | | | Sim Card | | | |

Page 6 of Pages 9

PURPOSE: **Communication services with the free geotagging-capable mobile phones for CY-2017 Communication Allowances of****KALAHI CIDSS-NCDDP NPMO Staff**PR NO : **2037041200**

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Company Name : _____
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 Philgeps Reg. No. _____

| Lot No. | Qty. | Unit | Purchaser's Specifications | Bidder's Specifications Please write the detailed specifications in the space provided (Indicate brand, model and country of origin) | Unit Cost | Total Cost |
|-------------------|------|------|--|---|-----------|------------|
| | | | D. Other Requirements Bundled with the Post-Paid Plans | | | |
| | | | In addition, all post-paid plans shall have the following: | | | |
| | | | 1. For packages with mobile internet, In case user had used up the MB allocation and for packages without mobile internet, the account will be charged per MB usage deductible to consumable amount or user may register to any surfing promos. | | | |
| | | | 2. Service provider should allow 60 days for payment to be processed and should inform the KC-NCDDP prior to disconnection of the account. | | | |
| | | | 3. In case users had used up the consumable amount, they can reload their postpaid SIM card like a regular prepaid SIM. | | | |
| | | | 4. Consumable amount and prepaid loads can be converted to regular promotions and offers. | | | |
| | | | 5. Consumable load validity period should be at least 60 calendar days regardless of amount. | | | |
| | | | 6. Upon completion of the 12 months subscription period, account may be renewed based on performance evaluation. | | | |
| | | | 7. Should have a Customers Services Support/Hotlines exclusively for KALAHI CIDSS-NCDDP accounts per region. | | | |
| | | | IV. Timelines / Schedule of Deliverables | | | |
| | | | The table below presents the summary of the total number of required post-paid accounts by Plan and target staff. Accounts and devices shall be delivered within seven (7) days upon the issuance of notice to proceed. Subscription accounts shall be activated after seven (7) days for the date of full delivery. | | | |
| | | | Service provider shall be contracted for one (1) year. The contract is subject for renewal based on performance evaluation. | | | |
| Page 7 of Pages 9 | | | | | | |

PURPOSE : **Communication services with the free geotagging-capable mobile phones for CY-2017 Communication Allowances of KALAHI CIDSS-NCDDP NPMO**

PR NO : **2037041200**

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DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

RFQ No. **17-0580** **KC-NCDDP**Date: May 4, 2017 **Shopping**

Company Name :
 Company Address :
 Contact Person :
 Contact No. :
 Company TIN:
 Philgeps Reg. No.

| Lot No. | Qty. | Unit | Purchaser's Specifications | | Bidder's Specifications | Unit Cost | Total Cost | |
|---------|------|---|--|-------------------------|--|-----------|------------|--|
| | | | | | Please write the detailed specifications in the space provided (Indicate brand, model and country of origin) | | | |
| | | Plan | User | Total number of Account | | | | |
| | | A | NPM, DNPM | 3 | | | | |
| | | B | Unit Heads | 13 | | | | |
| | | C | NPMO and RPMO Technical Specialists Senior MOA | 29 | | | | |
| | | D | MOA | 70 | | | | |
| | | E | Jr. Staff, Admin, Drivers | 22 | | | | |
| | | Total | | 137 | | | | |
| | | V. Required Deliverables by Service Provider | | | | | | |
| | | A. Post-paid Accounts and Mobile Phones | | | | | | |
| | | 1. 137 post-paid accounts and 68 units should be responsive to specifications stated in Part III A, B and C | | | | | | |
| | | 2. Activation of 137 post-paid accounts upon fully delivery and final acceptance of the end-user (KC-NCDDP) and Procurement Services of the Department. | | | | | | |
| | | Note: Final Acceptance comes after the inspection of the all the delivered cellphone units and sim cards. Inspection of the end-user shall be within seven (7) calendar days upon completion of delivery (137 units) by the Service Provider. | | | | | | |
| | | 3. Accounts with facility that can broadcast, receive and store SMS as well as download stored SMS in an excel-based format for transferring to KC-NCDDP server. | | | | | | |
| | | 4. Contact center number for a 24/7 technical support | | | | | | |
| | | 5. Service Provider shall provide list of available DATA combo/promos which Plan C to E can subscribed into. The list should be update every quarter. | | | | | | |
| | | 6. Provision of 1 year warranty period for all mobile phones . Warranty covers parts and labor cost, but does not include warranty | | | | | | |
| | | 7. Replacement of defective devices is within two weeks from the date of full delivery to the Procurement Services of the Department. | | | | | | |
| | | page 8 of pages 9 | | | | | | |

PURPOSE: Communication services with the free geotagging-capable mobile phones for CY-2017 Communication Allowances of KALAHI CIDSS-NCDDP NPMO Staff

PR NO: 2037041200

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| Lot No. | Qty. | Unit | Purchaser's Specifications | Bidder's Specifications (Please write the detailed specifications in the space provided (indicate brand, model and country of origin)) | Unit Cost | Total Cost |
|---------|------|------|---|---|-----------|------------|
| | | | | | | |
| | | | 8. A service unit of similar capacity to be used by the account user during the period of wherein the unit is for replacement or under repair. | | | |
| | | | 9. Mobile phones inclusive of configuration, updates and technical support services. | | | |
| | | | B. Others | | | |
| | | | 1. List and contact numbers of nearest service centers located in the distribution area of the units purchased. | | | |
| | | | 2. Letter of Assurance that the Service Provider should be able to expand the coverage of the KC-NCDDP group as more staff and Regional Offices are enrolled in future procurement/Service Level Agreement. | | | |
| | | | 3. Provision of Dedicated Person for NPMO for Technical Assistance and Customer Service which will be stationed at KC NPMO at least three (3) times a week (M-W-F) who will also cater RPMO issues. | | | |
| | | | 4. Provision of signal booster for KC-NCDDP areas where signal is Intermittent. | | | |
| | | | VI. Qualification and Standards of Service Provider | | | |
| | | | 1. The Service Provider should be the market leader for 15 years and has vast experience and portfolio in providing excellent Telecommunication services. | | | |
| | | | 2. The network signal of the Service Provider should cover most of the KC-NCDDP areas. | | | |

Page 8 of Pages 9

PURPOSE : Communication services with the free geotagging-capable mobile phones for CY-2017 Communication Allowances of KALAHI CIDSS-NCDDP NPMO Staff

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DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Annex A

RFQ No.

17-0580**KC-NCDDP**

Date:

May 4, 2017

Shopping

Company Name :
 Company Address :
 Contact Person :
 Contact No. :
 Company TIN:
 Philgeps Reg. No.

Purchaser's Specifications

Bidder's Specifications
 Please write the detailed specifications in the space provided (Indicate brand, model and country of origin)

Unit Cost

Total Cost

VII. Renumeration and Terms of Payment

| Lot No. | Qty. | Unit | Plan | Scheme 1 | | Scheme 2 | | Total Account | | |
|---------|------|------|--|----------------------|----------------|---------------------------------------|----------------|---------------------------------------|-----|--|
| | | | | Estimated Cost/Month | No. of Account | Cost for 12 month subscription period | No. of Account | Cost for 12 month subscription period | | |
| | | | A | 1,500 | 3 | 54,000.00 | 0 | 0.00 | 3 | |
| | | | B. | 1,200 | 9 | 129,600.00 | 4 | 28,800.00 | 13 | |
| | | | C | 800 | 9 | 86,400.00 | 20 | 96,000.00 | 29 | |
| | | | D | 550 | 47 | 310,200.00 | 23 | 75,900.00 | 70 | |
| | | | E | 300 | 0 | 0.00 | 22 | 39,600.00 | 22 | |
| | | | Sub-Total | | 68 | 580,200.00 | 69 | 240,300.00 | 137 | |
| | | | GRAND TOTAL | | | | | 820,500.00 | | |
| | | | The total budget requirement for the 137 post-paid telecommunication plans is estimated at Eight Hundred Twenty Thousand and Five-Hundred Pesos Only (820,500) charged under KC NCDDP. | | | | | | | |

Page 9 of Pages 9

PURPOSE: Communication services with the free geotagging-capable mobile phones for CY-2017 Communication Allowances of KALAHI CIDSS-NCDDP

NPMO Staff

PR NO: 2037041200

IMPORTANT : The winning bidder MUST SIGN the original copy of Purchase Order (P.O.) at DSWD-Central Office, Procurement and Supply Division within three (3) days from the date advance copy was served thru fax. FAILURE to show up and sign the original P.O. means that the bidder is not interested and will be ground for suspension/blacklisting in DSWDs future biddings.

MICHELLE C. OXINA
 Procurement Officer
 Tel No. 951-7116
 Fax No. 931-6139

(Signature over printed name)
 Supplier