



REQUEST FOR QUOTATION NO.: 2025-01-011

Date: February 17, 2025

Procurement Title : **PROCUREMENT FOR THE PROVISION OF FIVE (5) WATCHGUARD SUBSCRIPTIONS FOR THE COMMISSION ON FILIPINOS OVERSEAS**

Purchase Request No. : **2025-01-013**

Approved Budget for the Contract : **PHP 716,270.00 (Vat Inclusive)**

Sir/Madam:

The Commission on Filipinos Overseas cordially invites suppliers registered with PhilGEPS to submit their quotations for the items detailed below, reflecting current market prices. Quotations must be provided in **TWO (2) sealed brown envelopes**. The first envelope should include either the original documents or certified true copies, while the second envelope, labeled "**COPY 1**", should contain photocopies of these documents.

Please submit your sealed envelopes to the **Administrative and Finance Division** located on the **21st floor of The Upperclass Tower, Sct. Reyes St., corner Quezon Avenue, Diliman, Quezon City**. Alternatively, you may send your files via email to bac.secretariat@cfo.gov.ph on or before **February 25, 2024, by 9:00 A.M.**

Documents submitted via email must be **secured with password protection**. Please refer to the attached instructions for guidance on how to secure your files. The passwords should be communicated to the BAC Secretariat on the opening date by the representatives of the bidders attending via ZOOM.

I. General Terms and Conditions:

1. Price quotations must remain valid for **thirty (30) calendar days** from the submission date;
2. Price quotations should be **inclusive of all costs and applicable taxes**;
3. The following documents are required to be submitted along with the quotation. Any documents not provided at the time of quotation submission may be submitted during the post-qualification evaluation process.
 - **PhilGEPS Registration Number/Certificate;**
 - **Mayor's/Business Permit;**
 - **BIR Form 2303 Certificate;**
 - **Annual Income Tax Return;**
 - **SEC or DTI Certificate;**
 - **Copy of any Valid ID of the Authorized Representative; and**
 - **Brochure/additional supporting documents**
4. Bidders must have a Land Bank account for payment purposes. Otherwise, bank fees shall be charged to the account of the winning bidder.
6. In accordance with Presidential Decree No. 1445, the Government shall not be obliged to make an advance payment for services not yet rendered or for supplies and materials not yet delivered under any contract therefor.

COMPANY NAME : _____
 ADDRESS : _____
 PHILGEPS REGISTRATION NO.: _____ VALID UNTIL: _____
 EMAIL ADDRESS: _____ TELEPHONE NUMBER: _____
 MOBILE NUMBER: _____

ITEM DESCRIPTION	QUANTITY AND UNIT	APPROVED BUDGET FOR THE CONTRACT (VAT Inclusive)	BID OFFER (VAT Inclusive)
Provision of Watchguard subscriptions for the following:			
1. Watchguard Firebox M590 1-year Total Security Suite Renewal for: Serial Number: C03B03623-3DD0 Part Number: WGT36331	1 subscription	PHP 431,680.00	
2. Trade-Up to Watchguard Basic Security Suite Renewal/Upgrade 1-yr for Firebox T45-W-POE for: Serial Number: D021069AF-D639 Part Number: WGT36331	1 subscription	PHP 72,750.00	
3. Trade-Up to WatchGuard Basic Security Suite Renewal/Upgrade 1-yr for Firebox T45-W-POE for: Serial Number: D02106A07-BB5D Part Number: WGT36331	1 subscription	PHP 72,750.00	
4. Trade-Up to WatchGuard Basic Security Suite Renewal/Upgrade 1-yr for Firebox T45-W-POE for: Serial Number: D02302832-434C Part Number: WGT56331	1 subscription	PHP 72,750.00	
5. WatchGuard Basic Security Suite Renewal/Upgrade 1-yr for Firebox T45-W for: Serial Number: D02E029E8-B2B0 Part Number: WGT45351	1 subscription	PHP 66,340.00	
TOTAL AMOUNT		PHP 716,270.00	

Delivery Schedule: 25 calendar days upon receipt of the Notice to Proceed

After carefully evaluating the General Terms and Conditions, Inclusions, Specifications, Delivery Schedule, and Other Requirements, I/WE hereby accept and submit our quotation based on the items and prices above.

The CFO reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders.

 Signature over printed name (Owner/Authorized Representative)

 Date

For further information, please contact:

KEESHIA MAE A. BIENDIMA

Administrative Office IV/ Lead BAC Secretariat

Email: bac.secretariat@cfo.gov.ph or kabiendima@cfo.gov.ph

Telephone: 8552-4792 / 8552-4703 / 8552-4756