



REQUEST FOR QUOTATION
SMALL VALUE PROCUREMENT
(SECTION 53.9)

Date : **November 29, 2021**
PR No. : **QCU-21-IT-828B**

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF TURNITIN FOR HIGHER EDUCATION**
Approved budget of the Contract : **P 395,360.00**
End-User / Implementing Office : **QUEZON CITY UNIVERSITY**

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **December 03, 2021; 10:00AM** Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2021);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by **QC BAC – Goods and Services**
- 6 Income/Business Tax Return (for FY 2020) (For ABCs above P500,000.00)
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** shall:

- 1 Contain the Project Name and PR Number of the contract to be bid in capital letters;
- 2 Bear the name and address of the Bidder in capital letters;
- 3 Be addressed to the Procuring Entity's BAC.

Project Title: **PROCUREMENT OF TURNITIN FOR HIGHER EDUCATION**

**Quezon City Local Government
BIDS AND AWARDS COMMITTEE
2/F Procurement Department, Finance Building
Quezon City Hall Compound**

For any clarification you may contact us at 89884242 loc. 8506/8709.

(SGD.) ATTY. DOMINIC B. GARCIA
Officer-in-Charge / Head, BAC Secretariat

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. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) 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 City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD 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.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	<p>Unlimited paper submissions across all disciplines maximize the opportunity for formative learning. Similarity checking against the world's largest collection of internets, academic, and student paper content deters plagiarism. Number of users: 1,000</p> <p>Comprehensive Similarity Reports: The Turnitin Similarity Report is a powerful tool that quickly identifies unoriginal or improperly cited student writing by highlighting similarities to the world's largest collection of internets, academic, and student paper content. Each match is color-coded to help instructors easily interpret the report.</p> <p>Trusted Similarity Scores: Each Similarity Report generates a similarity score which is the percentage of matching or similar text that has been uncovered allowing instructors to easily identify students who are trying to take shortcuts and those who are having challenges and most need educator support most.</p> <p>Filters and Exclusions: Allows instructors to set parameters for the Similarity Report and eliminate insignificant matches by excluding quotes, bibliography, or matches that fall under a certain word count or percentage.</p> <p>Unlimited Drafts: Allows students to see their Similarity Reports and receive immediate formative feedback which they can use to assess their own work and self-correct before final submission.</p> <p>Time-Saving Quick Marks: Save teachers time on writing or typing feedback by providing a ready-to-use library of drag and drop comments that teachers can customize and add to with their own personal favorites.</p> <p>Ready-to-Use Rubrics: Provide teachers with a library of rubrics that they can view side-by-side with the student work they're reviewing and then easily assign scores by category. Teachers can also make their own custom rubric scorecards that can be shared with colleagues to further ensure consistency in grading.</p> <p>Grammar Check: Provides a summary and diagnostic feedback about errors in grammar, usage, mechanics, style and spelling errors. Feedback includes examples tailored according to grade levels and links out to the grammar handbook for further learning.</p>	lot	1		

	<p>Engaging Voice Comments: Give instructors the flexibility to offer an overarching voice comment which can summarize key themes, areas of opportunity, and praiseworthy aspects in a fashion that allows for more nuance, empathy, and encouragement than text alone affords.</p> <p>Collaborative Peer Mark: Helps students learn what good writing and effective collaboration look like by having them read, consider, and give feedback on the work of their peers and to receive feedback from their peers. Feedback Studio makes it easy for instructors to distribute assignments to students for peer review and then give their own teacher feedback on their students' feedback to other students.</p> <p>Online Training shall be provided to the Admin & Instructors by a Turnitin Training Professional.</p> <p>Number of users: 1,000</p> <p>Contract Term: One (1) year</p>				
					Total Quoted Amount

Amount in Words: _____

Delivery Period : Thirty (30) Calendar Days
Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

E-mail Address