



REQUEST FOR QUOTATION  
SECTION 53.9  
SMALL VALUE PROCUREMENT

DATE : OCTOBER 18, 2022

PROJECT NO. : QCU-22-IT-1179D

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : SUPPLY, DELIVERY, AND COMMISSIONING OF A COMPREHENSIVE COMPUTER AIDED DESIGN SOLUTION SOFTWARE FOR INDUSTRIAL ENGINEERING AND ELECTRONICS AND COMMUNICATIONS ENGINEERING STUDENTS OF THE QUEZON CITY UNIVERSITY  
Approved Budget of the Contract : P 605,286.53  
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 **OCTOBER 21, 2022, 10:00 AM** 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 (2022);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2021) (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** issued by **QC BAC- Goods and Services**.

  
**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>This project aims to provide the engineering students of QCU with this software's education package, up to 500 seats.</p> <p>The package includes:</p> <ol style="list-style-type: none"><li>1. 500-seats network license - for computer laboratory of the school. This license is Perpetual.</li><li>2. 500-seats Student Premium Software - Stand-Alone license for the intent to be given to the students and faculty members where the license is installed in their personal computer for the purpose of continuing their projects assigned to them by their professors or learning how to use the software outside of school premise.</li><li>3. 500 slots for academic certifications for Associate level - An examination for faculty members and students to prove that they already know the basics of using this software-3D CAD.</li><li>4. 500 slots for academic certifications for Professional level - An examination for faculty members and students to prove they already know complexity of using this software-3D CAD.</li></ol> <p>Products Included in the Education Package:</p> <ol style="list-style-type: none"><li>A. 3D CAD</li><li>B. Simulation FEA</li><li>C. Flow Simulation</li><li>D. Motion Simulation</li><li>E. Plastic Flow Simulation</li><li>F. Sustainability Simulation</li><li>G. Electrical Professional - Includes 2D Schematic and 3D</li><li>H. Computer Aided Manufacturing (CAM)</li><li>I. Visualize</li><li>J. Model Based Definition</li></ol> <p>***with attached Terms of Reference***</p>	lot	1		
TOTAL:					

Amount in Words: \_\_\_\_\_

Delivery Period : Fifteen (15) Calendar Days  
Warranty : \_\_\_\_\_

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Office Telephone No./Fax/Mobile No.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address

<b>Other Requirement/s:</b>
➤ Affidavit of Undertaking stating compliance to Section IV. A. 1-6 of the Terms of Reference.