



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

**REQUEST FOR QUOTATION**

The Tourism Infrastructure and Enterprise Zone Authority (TIEZA) through its Bids and Awards Committee undertake a Small Value Procurement for the **SUPPLY AND DELIVERY OF 1 UNIT DOCUMENT SCANNER AND 3 OTHER LINE ITEMS FOR THE USE OF MT. SAMAT FLAGSHIP TEZ OFFICE** in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

|                                 |   |   |
|---------------------------------|---|---|
| Name of Project                 | : | <b>SUPPLY AND DELIVERY OF 1 UNIT DOCUMENT SCANNER AND 3 OTHER LINE ITEMS FOR THE USE OF MT. SAMAT FLAGSHIP TEZ OFFICE</b>   |
| P.RNO.                          | : | S-21-04-008   |
| Approved Budget of the Contract | : | Seventy Seven Thousand Five Hundred Pesos (PHP 77,500.00)   |
| Description                     | : | <b>1 UNIT DOCUMENT SCANNER</b><br>Specifications:<br>Color Scanner<br>Sheet-Fed<br>With optical resolution max 600 dpi<br>USB capable/powerd<br><br><b>2 UNIT LCD PROJECTOR</b><br>Specifications:<br>Minimum of 3300 to 3600 Lumens or higher<br>Maximum resolution of 1920 x 1200<br>USB/HDMI connection<br><br><b>3 UNIT PROJECTOR SCREEN</b><br>Specifications:<br>Size 1920 x 1480 mm<br>Portable and easy to assemble<br>With Stand<br><br><b>4 UNIT CAMERA</b><br>Specifications:<br>DSLR type<br>Minimum of 24.2 or 24.3 megapixel<br>With 18-55 mm focal length<br>With USB or HDMI connectors<br>And memory card<br>Full HD 1080p video recording |
| Delivery Location               | : | Mt. Samat Flagship TEZ Office   |
| Delivery Schedule               | : | 45 days upon Receipt of Purchase Order  |

In line with the government's directive to ensure safety and prevent the spread of COVID-19, please be guided that the submission of the following documents shall be online. Interested suppliers are required to submit electronic copy of the following:



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1. Valid and current **Mayor's Permit or Proof of Application in case expired;**
2. **Income/Business Tax Return** (required for projects with ABC above Php500,000.00),
3. **PhilGEPS Registration Number**
4. **Omnibus Sworn Statement** (see attached format) duly notarized with attached **Secretary's Certificate** authorizing the representative (If a partnership, corporation, cooperative, or joint venture) incase unnotarized the bidders are required to provide the Notarized Omnibus Sworn Statement upon receipt of the Notice of Award and
5. **Price Quotation Form** (**BIDDERS ARE REQUIRED TO USE THE ATTACHED**) upon submission of proposal. The authorized representative as identified in the Omnibus Sworn Statement shall be the signatory in the proposal/price quotation form.

A password protected electronic copy of the quotation and above requirements (preferably in pdf/img/jpg format) shall be sent to the BAC Secretariat at [tiezabac.online@gmail.com](mailto:tiezabac.online@gmail.com) on or before **1:00 PM of August 27, 2021**. Please indicate in the email subject the Name of the Project. **Deadline of submission is 1:00 PM of August 27, 2021.**

A system-generated acknowledgement reply shall be sent to the supplier's email indicating the actual date and time of receipt of the submission.

Interested suppliers shall send another email to the BAC Secretariat at [tiezabac.online@gmail.com](mailto:tiezabac.online@gmail.com), indicating the password of the previously sent electronic files **from 1:00 pm to 1:30 pm of August 27, 2021.**

Please indicate the following in the email subject:

- PR No./Name of the Project/"Password"

Prior to the deadline of submission of quotations, a submitted quotation may be modified, revised, or replaced by the interested suppliers. They may send the modified or revised version of their electronic quotations and required documents to [tiezabac.online@gmail.com](mailto:tiezabac.online@gmail.com) prior to the **scheduled bid opening.**

Please indicate the following in the email subject:

- PR No./Name of the Project/"Modified Submission"

No modification or alteration of quotation shall be allowed after the abovementioned closing time and date. Please note that quotations submitted beyond the deadline (late submission) shall not be opened and deemed disqualified.

Non submission of any of the required documents shall be a ground for disqualification.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above.

In case there is none or the required number of quotations are not received, the deadline for submission shall be extended three (3) times in accordance with Annex H of the 2016 Revised IRR of R.A. 9184.

For inquiries, you may contact **BAC Secretariat at 8249-5986 Local 713/714**. Cellphone number **0998-539-0162**.

**ENGR. NESTOR M. DOMALANTA**

Chairperson

Bids and Awards Committee

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