



Republic of the Philippines  
**Philippine Economic Zone Authority**

RFQ No.	2023-08-19
Date	22 August 2023

**REQUEST FOR QUOTATION**  
 (Alternative-Small Value Procurement)

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

The Philippine Economic Zone Authority (PEZA), through its Bids and Awards Committee (BAC) will undertake **Alternative/Small Value Procurement** in accordance with Sec. 53.9 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Name of Project	<b>Procurement Of Renewal Of One Year Zoom License Subscription</b>
Description/Specifications	Attached Annex "A"
Approved Budget for the Contract (ABC)	PhP 168,000.00
Deadline of Submission of Bid	29 August 2023

Interested bidders may submit their duly accomplished Price Quotation Form (Annex A) on or before the deadline of submission of bids to the BAC Secretariat at the PEZA Head Office, 10<sup>th</sup> Floor, DoubleDragon Center West Building, DD Meridian Park, EDSA cor. Macapagal Ave., Pasay City.

Bidders must submit sealed quotation/s in the address given above together with the following documentary requirements:

✓	Mayor's/Business Permit <u>or</u> PhilGEPS Platinum Membership Certificate
✓	Omnibus Sworn Statement (Notarized) for ABCs above 50K under small value only <i>Note: For sole proprietorship, please attach notarized Special Power of Attorney (SPA) for authorized representative; For partnership, corporation, cooperative, or joint venture, please attach notarized Secretary's Certificate, Board/Partnership Resolution, or SPA, whichever is applicable.</i>
✓	PhilGEPS Registration Number ( <i>not required if PhilGEPS Platinum Membership Certificate is submitted</i> )

Award of contract shall be given to the lowest calculated bidder which complies with the Price Quotation Form (Annex A), Technical Specifications (Annex B) and Terms and Conditions (Annex C).

For any clarification, you may email **Mr. Brett Andrew Surell** at [brett.surell@peza.gov.ph](mailto:brett.surell@peza.gov.ph).

**ANIDELLE JOY M. ALGUSO**  
 BAC Chairperson/Officer-in-Charge, PPRG

RFQ No.

2023-08-18

Annex "A"  
**PRICE QUOTATION FORM**  
(Financial Bid)

**Ms. Anidelle Joy M. Alguso**  
BAC Chairperson  
Philippine Economic Zone Authority (PEZA)  
8<sup>th</sup> Floor, DoubleDragon Center West Building, DD Meridian Park,  
Macapagal Ave., Pasay City

Thru: BAC Secretariat

Dear Sir:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed Instructions to Bidders, hereunder is our quotation/s for the items as follows:

Quantity	Items/Specifications	Bid Price
1 lot	<b>Procurement Of Renewal Of One Year Zoom License Subscription</b>	<b>(inclusive of VAT)</b>

\_\_\_\_\_  
Signature over Printed Name

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

\_\_\_\_\_  
Email address/es

**INSTRUCTIONS:**

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.
- (3) Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

Annex "B"

Technical Specifications

Description
<b>ZOOM Meetings – Pro</b> Inclusions: <ul style="list-style-type: none"><li>• 4 licenses/hosts</li><li>• 12 months</li></ul>
<b>ZOOM Large Meetings</b> Inclusions: <ul style="list-style-type: none"><li>• 1 licenses/hosts</li><li>• Up to 1,000 participants</li><li>• 12 months</li></ul>
<b>Cloud Storage</b> Inclusions: <ul style="list-style-type: none"><li>• 1 license/host</li><li>• 1 TB</li></ul>
<b>Zoom Translated Captions</b> <ul style="list-style-type: none"><li>• For 4 license</li></ul>

TERMS AND CONDITIONS

- Bidder shall type or write in "Ink" the following on the sealed envelope:
  - his/her name or business name;
  - address; and
  - identification of the item/s being quoted.
- Delivery period: on or before September 8, 2023
- Terms of payment: Through Cheque/20 working days upon receipt of original invoice.
- Winning bidder must deliver the item/s to the following address:  
10th Floor, DoubleDragon Center West Building, DD Meridian Park, EDSA cor.  
Macapagal Ave., Pasay City.