Republic of the Philippines
PHILIPPINE ECONOMIC ZONE AUTHORITY

RFQ No.	BAC 2024-11
Date	29 October 2024

REQUEST FOR QUOTATION
Small Value Procurement (53.9)

The Philippine Economic Zone Authority (PEZA) intends to undertake Negotiated Procurement: Small Value Procurement in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulations of the Republic Act no. 9184.

Name of Procurement Project	**Procurement of Printer Machines for VISA Card**
Description/Specifications	Please refer to the attached Annex B
Approved Budget for the Contract (ABC)	**PhP 615,018.00**
Deadline of Submission of Bid:	**November 18, 2024 5:00PM**

Interested bidders may submit their duly accomplished and filled-up Annex "A" & "B" on or before the deadline of submission of bids to **Bids and Awards Committee (BAC), 8th Floor Double Dragon Center, West Building, Macapagal Blvd., Pasay City**.

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

✓	Mayor's/Business Permit **or** PhilGEPS Platinum Membership Certificate
✓	Omnibus Sworn Statement (Notarized) for ABCs above 50K 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.
✓	PhilGEPS Registration Number (*not required if PhilGEPS Platinum Membership Certificate is submitted)*
✓	Annual Income Tax Return Note: ○ **Latest Income Tax Return filed via eFPS** (For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR) **or** ○ **Latest Business Tax Return filed via eFPS** (Refers to the Value Added Tax (VAT) or Percentage tax returns covering the previous six (6) months. For those with less than six (6) months operations, this refers to the monthly business tax returns filed to date)

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

For any clarification, you may contact **Secretariat – Bids and Awards Committee, at 8551-3451 loc. 338 or send us an email at bacsec@peza.gov.ph**

ANIDELLE JOY M. ALGUSO
BAC Chairperson

PEZA - DTS
1410-2024-00066

RFQ No.	BAC-2024-11

Annex "A"

PRICE QUOTATION FORM

(Financial Bid)

MS. ANIDELLE JOY M. ALGUSO
BAC Chairperson
8th Floor Double Dragon Center, West Building, Macapagal Blvd.Pasay City

Thru: BAC Secretariat

Dear Madam:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed Instructions to Bidders, hereunder is our quotation/s (*inclusive of VAT and other charges*) for the following items:

(Kindly fill out the form for the applicable lot you are submitting your bid for. Please indicate "NA" for items that do not apply.)

No.	Description	Total Bid Price	
1 Lot	Procurement of Printer Machines for VISA Card Please refer to Annex B for the complete specifications/ reference	**PhP**	
	Total		

BUSINESS NAME : _____

ADDRESS : _____

PHILGEPS REG. NO. : _____

BIR TIN No. : _____

AUTHORIZED SIGNATORY: _____

Signature Over Printed Name

DATE : _____

CONTACT NO. : _____

EMAIL ADDRESS: : _____

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.
(5) Bids exceeding the ABC shall be automatically disqualified

Annex "B"

Procurement of Printer Machines for VISA Card

Lot 1: Procurement of Visa Card ID Printer with 1 set of materials (ribbon and cards)

NO.	SPECIFICATIONS	Statement of Compliance *State whether comply or not Comply*
I.	**PEZA VISA ID CARD AND STICKER PRINTING SOLUTION**	
	1. Capable of edge to edge printable area	
	2. Single and Dual-sided printing	
	3. Full color or monochrome printing	
	4. USB & Ethernet Connectivity	
	5. Up to 600 DPI Print Resolution	
	6. Lamination Capability	
	7. Print Method: Colour dye sublimation Retransfer Technology	
	8. Print Speed: Single Side: 25 sec.; Double Side: 55 sec	
	9. Card Thickness:05 - 125 mm (20 - 50 mil)	
	10. Security Features: RFID ribbon, card feeder lock, custom watermarks	
	11. Card Type: PVC, ABS, PET, PET-G, PC; 85,6 x 53,98 mm (ISO ID-1/CR-80 size)	
	12. Database Software must be capable of accepting/ingesting data from spreadsheet, CSV or Web API	
	13. Software must be compatible with Windows 10, 11 64-bit	
	14. Capable of printing security features (e.g. microtext, hologram)	
	15. Must capable of generating and printing Barcode and QR Codes	
	16. Single	
	17. Software must have password protection settings	
	18. Supplier must provide test media for testing and troubleshooting	
	19. ** Please refer to annexes for card design, security features and dimensions	
II.	**PASSPORT STICKER PRINTER**	
	1. Color Sticker Printer with Production Software	
	2. Capable of edge to edge printable area	
	3. Full color or monochrome printing	
	4. USB & Ethernet Connectivity	
	5. Print Resolution: 6. 1200 x 1200 dpi (max.) 7. MAX. Print Width: 108mm	
	8. Database Software must be capable of accepting/ingesting data from spreadsheet, CSV or Web API	
	9. Print Speeds: Matte Paper Label, Synthetic Label:	

	10. Max Speed (300 x 600 dpi): 119mm/s, Speed (600 x 600 dpi): 75mm/s, Normal (600 x 600 dpi): 48mm/s, Quality (600 x 1200 dpi): 18mm/s 11. *When printing 101.6mm width 12. Glossy Pape Label, Glossy Film Label, High Glossy Paper Label 13. Normal (600 x 600 dpi): 48mm/s, Quality (600 x 1200 dpi): 18mm/s, Max quality (1200 x 1200 dpi): 8mm/s 14. *When printing 101.6mm width	
	15. Media Type: Matte paper label, Synthetic label, Glossy paper label, Glossy film label, High glossy paper label	
	16. Media Form: Roll: Continuous label (BM or w/o BM), Die-cut label (Gap or BM) Fanfold: Die-cut label (BM)	
	17. Auto cutter Life: Die-cut Label: Matte paper, Glossy paper, Glossy film, High glossy paper: 1,500,000 cuts Synthetic: 500,000 cuts Continuous Label: Glossy paper: 300,000 cuts Matte paper, High glossy paper: 200,000 cuts Synthetic, Glossy film: 100,000 cuts	
	18. Software must be compatible with Windows 10, 11 64-bit	
	19. Capable of printing security features (e.g. microtext, hologram)	
	20. Must capable of generating and printing Barcode and QR Codes	
	21. Capable of Glossy and Matte print output	
	22. Software must have password protection settings	
	23. Supplier must provide test media for testing and troubleshooting	
	24. ** Please refer to annexes for sticker design, security features and dimensions	
III.	**Ribbon/Toner & Film for ID & Sticker Printer**	
	1. Bundled Sufficient for at least 50 IDs	
	2. Bundled Sufficient for at least 50 Stickers	
	3. Include Lamination Film if applicable	
	4. ** Please refer to annexes for ID & Sticker design and dimensions	
IV.	**Blank Card Media & Pre – Cut Stickers**	
	1. 50 or more IDs for Test Printing	
	2. 50 or more Stickers for Test Printing	
	3. ** Please refer to annexes for sticker design and dimensions	
V.	**Scope and Services**	
	1. Provision of ID Card & Sticker Printers	
	2. Provision of Toner Printable Media	
	3. Customer Training	
	4. Technical Support	
	5. Warranty Services	
	Customer Support and Training	

	1. Web based incident reporting	
	2. Warranty should cover parts, labor, and onsite support. Terms must be reflected in warrant certificate.	
	3. Hardware and Software maintenance agreement valid for two (2) years.	
	4. Three (3) Training sessions for Operators and IT Staff	
	5. The supplier must have a local helpdesk to provide 24x7 technical assistance. Must provide detailed escalation procedure and support including contact numbers and email addresses.	
	6. It is expected that the Provider shall have its own Information Technology coordinators who shall be properly trained to assist in the deployment of the equipment and provide the technical support in the operations and administration.	
VI.	**Bidder's Qualification**	
	1. Bidder should be at least 5 years in the IT Industry.	
	2. Bidder should have completed at least 3 government projects. Bidder should provide the Certificate of Completion.	
	3. Manufacturer must have a website where information and descriptions on product specifications can be viewed by the end-user. Manufacturer's website should have downloadable manuals and latest drivers.	
	4. Brand must have a manufacturer's local depot for spare parts.	
VII.	**Delivery Period**	
	3 Months upon Issuance of Notice to Proceed	
VIII.	**Contract Duration**	
	24 Months	

Supplier's Conforme:

_____

Signature Over Printed Name of Authorized Representative

_____

Date

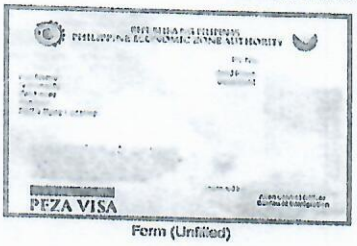
PEZA VISA IDENTIFICATION CARD
PEZA-VISA STICKER

PHILIPPINES

PEZA-VISA STICKER – for Principal

Security Features
1. Microtext with Deliberate Error
2. Microtext
3. Hologram
4. Honeycomb peel-off (Back part)

Actual Size 4.25-inch width x 2.75-inch height



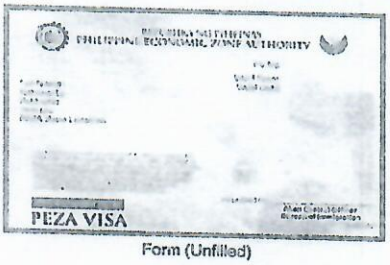
Form (Unfilled)

Filled-up with Applicant Details

PEZA-VISA STICKER – for Dependent

Security Features
1. Microtext with Deliberate Error
2. Microtext
3. Hologram
4. Honeycomb peel-off (Back part)

Actual Size 4.25-inch width x 2.75-inch height



Form (Unfilled)

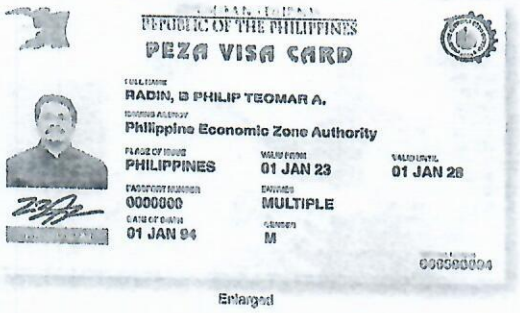
Filled-up with Applicant Details

PEZA-VISA CARD - FRONT

Security Features

1. Microtext with Deliberate Error
2. Hologram
3. Rainbow printing
4. Fine Line Security Graphics

Actual Size 3.3-inch width x 2.1-inch height



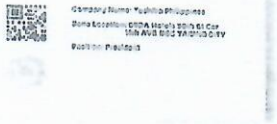
Enlarged

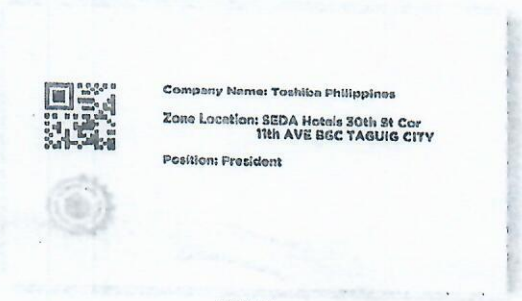
PEZA-VISA CARD – BACK

Security Features

1. Microtext with Deliberate Error
2. Hologram
3. Fine Line Security Graphics
4. QR Code

Actual Size 3.3-inch width x 2.1-inch height

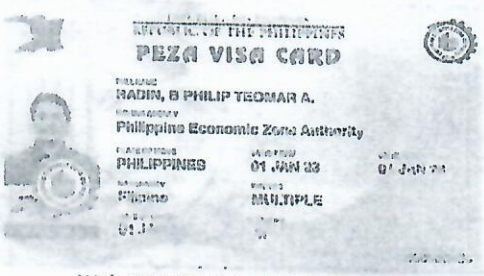




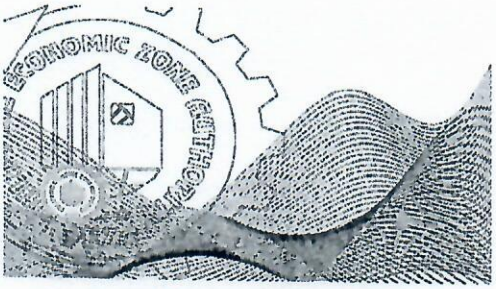
Enlarged

SECURITY FEATURES: **PEZA ID FRONT SIDE**

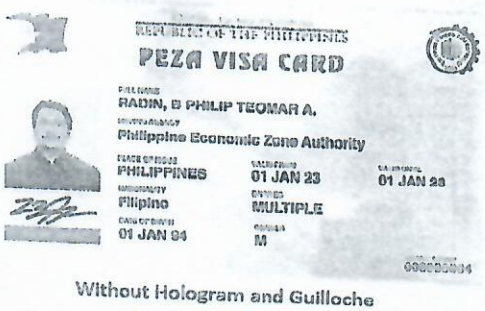
- With Hologram and Guilloche Print
- Microtext Printing with Deliberate Error



With HOLOGRAM, GUILLOCHE and MICROTEXT PRINTING with DELIBERATE ERROR



HOLOGRAM, GUILLOCHE DESIGN

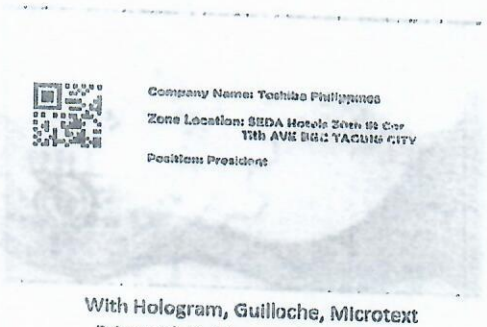


Without Hologram and Guilloche

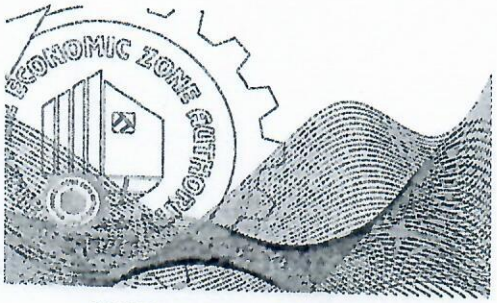
Microtext and Deliberate Error

SECURITY FEATURES: **PEZA ID BACK SIDE**

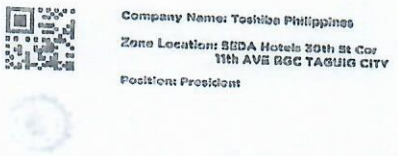
- With Hologram and Guilloche Print
- Microtext Printing with Deliberate Error
- With QR Code Printing



With Hologram, Guilloche, Microtext Print with Deliberate Error and QR Code



HOLOGRAM, GUILLOCHE DESIGN



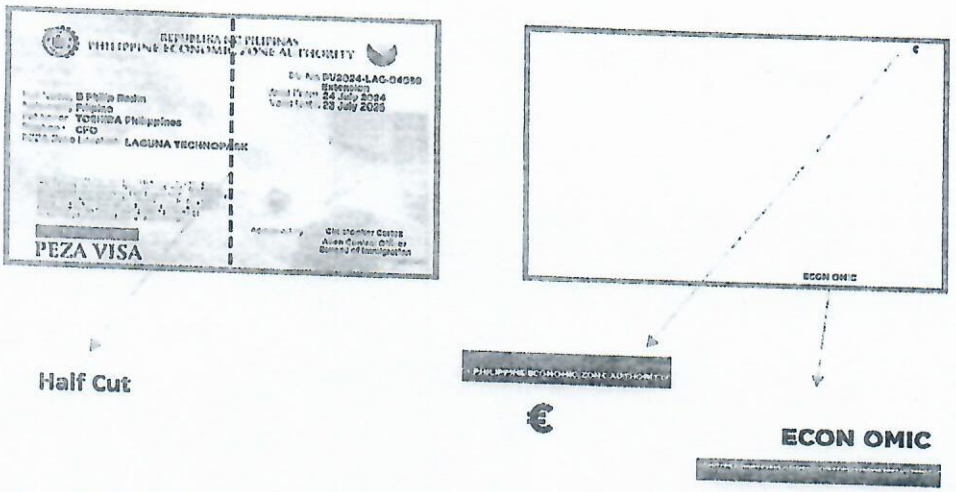
Without Hologram and Guilloche

Microtext and Deliberate Error

SECURITY FEATURES: **PEZA-VISA STICKER – for Dependent**

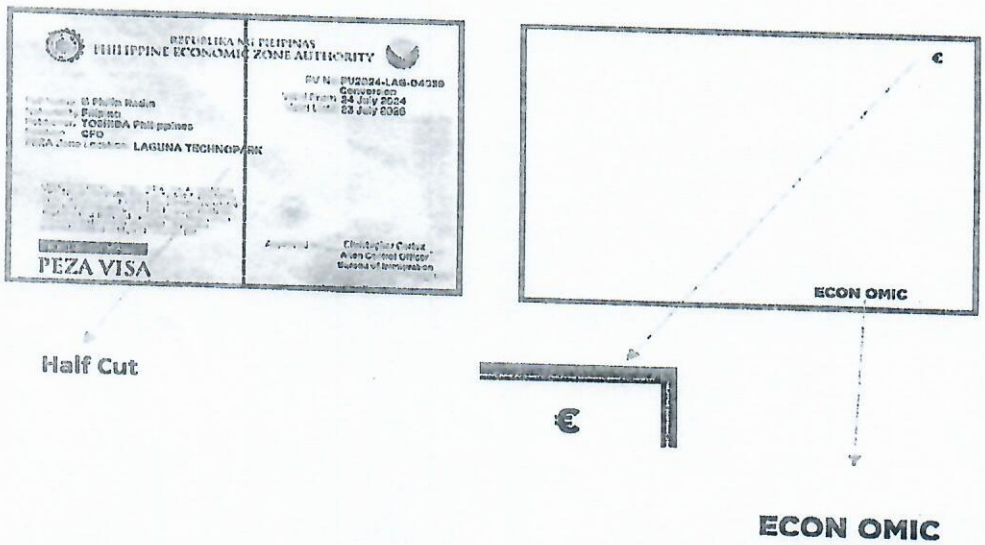
- Microtext with Deliberate Error
- Microtext
- Half cut

Recommended Size 4 inch width x 2.75 inch height



SECURITY FEATURES: **PEZA-VISA STICKER – for Principal**

- Microtext with Deliberate Error
- Microtext
- Half cut
- Recommended Size 4 inch width x 2.75 inch height



ANNEX "C" Terms and Conditions	
I. **SUBMISSION OF DULY ACCOMPLISHED PRICE QUOTATION FORM** *(Annex A)* **AND TECHNICAL SPECIFICATION FORM** *(Annex B)*	• Bidder shall type or write in "Ink" the following on the Price Quotation Form: - Name of Store - Address - PhilGEPS Registration No. / Organization No. - TIN - Authorized Signatory - Date - Contact Nos. - Email Address • Copy of Proposal, if applicable
II. **TYPE OF SUBMISSION**	Submit the filled-up Forms (Annexes A and B) manually or at the following address; **Manually**: BAC Secretariat, 8th floor Double Dragon Center, West Building, DD Meridian Park, Macapagal Avenue, Pasay City
III. **DELIVERY PERIOD**	Delivery Period: within 90 days upon receipt of NTP/ Contract/ PO/ WO (Please refer to Annex B for the details)
IV. **TERMS OF PAYMENT**	Terms of Payment: Through Cheque / 15 working days upon receipt of Original Sales Invoice / Billing Statement
V. **DELIVERY LOCATION**	Winning Bidder must deliver the items/services to the following address: 10th floor, PEZA Auditorium, DoubleDragon Center, West Building, DD Meridian Park, Macapagal Avenue, Pasay City