



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Facsimile: 310-0037 / email: bac@prc.gov.ph



REQUEST FOR QUOTATION DIRECT CONTRACTING

RFQ No. 2021-83

Date: December 7, 2021

Contact Person: **MS. JENNIFER P. SORILLANO**
Name of Supplier / Company: **NOVA BUSINESS SYSTEMS, INC.**
Address: 557 Nueve De Febrero St., Pleasant Hills, Mandaluyong City
Contact Details: (02) 5326682 / 5319671

Madam:

The **PROFESSIONAL REGULATION COMMISSION (PRC)**, through the Bids and Awards Committee (BAC) is inviting you to participate in the procurement for the **Supply, Printing, and Delivery of Additional Optical Mark Reader Identification/Answer Sheet (OMR ID/AS) for Various Licensure Examinations**, under Alternative Mode of Procurement, through **Section 50 – Direct Contracting**.

Name of Project :	Supply, Printing, and Delivery of Additional Optical Mark Reader Identification/Answer Sheet (OMR ID/AS) for Various Licensure Examinations
Total Approved Budget for the Contract:	Three Million Five Hundred Eleven Thousand Six Hundred Fifty Eight Pesos and Fifty Centavos (Php3,511,658.50) inclusive of all bank and government charges.
Specification :	See attached Annexes "A & B" for the Terms and Conditions and Financial Bid.
Delivery Date :	Within 30 Calendar Days upon Receipt of Notice to Proceed

The Direct Contracting for the Supply, Printing, and Delivery of Additional Optical Mark Reader Identification/Answer Sheet (OMR ID/AS) for Various Licensure Examinations will be undertaken in accordance with Section 50 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184, hence, the proprietary source or exclusive dealer is invited to submit an accomplished sealed or open quotation/proposal (Annex "B") personally, by mail/courier, through facsimile or, via our official email account (bac@prc.gov.ph), duly signed by the owner or his duly authorized representative using the "PRC Official Forms" provided herein.

Copies of the following eligibility requirements are also required to be submitted along with your quotation/proposal:

REGULAR MEMBERS

ARISTOGERSON T. GESMUNDO
Chairman

OMAIMAH E. GANDAMRA
Vice-Chairperson

WILMA T. UNANA
Member

CRISANTO L. DECENA
Member

CARLA ANGELINE B. UJANO
Member

ALTERNATE MEMBERS

MARIA LIZA M. HERNANDEZ
Vice-Chairman

ARJAY R. ROSALES
Member

HENRIETTA P. NARVAEZ
Member

PROVISIONAL MEMBERS

TEODORO V. MENDOZA II
Provisional Member, Non-IT Projects

RICHARD M. ARANIEGO
Provisional Member, IT Projects

SECRETARIAT:

KAREN M. MAGSALIN
Secretary

MARGIERY D. DULIN
Member

MARIA ENRICA D. JUBAY
Member

CHRISTOPHER A. MAYO
Member

ELIEZER C. LEYCO
Member

LIEZEL F. BURAGA
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1. Valid Mayor's / Business Permit

(In exceptional cases where the LGU concerned has not yet released the Mayor's Permit, Bidders, in lieu of the valid Mayor's Permit may submit a substantial proof of renewal of Mayor's Permit, such as Official Receipt of payment)

2. PhilGEPS Registration Number

3. Latest Income/Business Tax Return

(for ABCs above P500,000.00)

4. Duly notarized Secretary's Certificate

(for partnership, corporation, cooperative, or joint venture) / Authorization to sign as representative (if sole proprietorship).

- ❖ *For Individual (only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit)*
- ❖ *For procurement requiring Mayor's Permit and PhilGEPS Registration Number, Certificate of Platinum membership may be submitted in lieu of the said documents.*

PRC assumes no responsibility whatsoever to compensate or indemnify proponents for any expenses incurred in the preparation of the proposal.

PRC reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiries, you may call the BAC Secretariat at Facsimile No. (02) 5310-0037 or email at bac@prc.gov.ph

Very truly yours,

ATTY. OMAIMAH E. GANDAMRA
Vice-Chairperson, Bids and Awards Committee



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ANNEX "A"

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TERMS AND CONDITIONS

- Bidders shall provide correct and accurate information required in this form.
- The bidder shall submit their proposals through their duly authorized representative using the herein provided **OFFICIAL FORMS**.
- Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
- Price quotation/s must be denominated in Philippine peso and shall include all taxes, duties and/or levies payable.
- All quotations exceeding the approved budget for the contract shall be automatically rejected.
- Any erasures or overwriting shall be valid only if they are properly signed by you or your duly authorized representatives.
- Payment shall be made through our Government Servicing Bank, the Land Bank of the Philippines, after delivery and upon the submission of the required supporting documents, i.e., order slip and/or billing statement, by the contractor. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.
- In order to assure that manufacturing defects shall be corrected by the supplier, a warranty security shall be required from the contract awardee for a minimum period of three (3) months, after acceptance by the Procuring Entity of the delivered supplies, per Section 62.1 of the 2016 Revised IRR. The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof: *Provided, however*, that the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

ACKNOWLEDGMENT AND COMPLIANCE WITH THE TERMS AND CONDITIONS FOR THE SUPPLY, PRINTING, AND DELIVERY OF ADDITIONAL OPTICAL MARK READER IDENTIFICATION/ANSWER SHEET (OMR ID/AS) FOR VARIOUS LICENSURE EXAMINATIONS

SIGNATURE OVER PRINTED NAME
OF AUTHORIZED REPRESENTATIVE,
DESIGNATION AND PRINTED NAME OF COMPANY



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PRICE QUOTATION SHEET FINANCIAL BID

Having read, examined and accepted the Terms and Conditions on the subject Request for Quotation, I/We submit our quotation/s for the item/s as follows:

Supply, Printing, and Delivery of Additional Optical Mark Reader Identification/Answer Sheet (OMR ID/AS) for Various Licensure Examinations

Overall Total Quantity: **250,621 Sets**

Total ABC: Php3,511,658.50

Specifications:

- 8 ½ " x 13 ½", Four (4) colors printing inclusive of consecutive OMR codes with block out design. Single sided timing marks, page numbering, electronic die cutting, UV ink and PRC hidden indicia to prevent photocopy, printed on imported OCR paper 110-115gsm. Each bound by a security label, with assigned serial numbers.

OMR ID/AS MUST BE COMPATIBLE WITH THE EXISTING OMR MACHINES OF THE PRC.

EXISTING PRC OPTICAL MARK READER MACHINES

MODEL: SEKONIC SR-6500 SERIES

SEKONIC SR-11000 SERIES

Supply, Printing, and Delivery of Additional Optical Mark Reader Identification/Answer Sheet (OMR ID/AS) for Various Licensure Examinations			BID QUOTATION
ITEM	QTY (Per set)	Approved Budget for the Contract	
3 ply 200 items	91,659	Nine Hundred Sixty Two Thousand Four Hundred Nineteen Pesos and Fifty Centavos (Php962,419.50)	
3 ply 2 ruled	220	Two Thousand Three Hundred Ten Pesos (Php2,310.00)	
4 ply 100 items	4,969	Sixty Nine Thousand Five Hundred Sixty Six Pesos (Php69,566.00)	
4 ply 200 items	126,455	One Million Seven Hundred Seventy Thousand Three Hundred Seventy Pesos (Php1,770,370.00)	
5 ply 100 items	2,254	Thirty Nine Thousand Four Hundred Forty Five (Php39,445.00)	



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5 ply 200 items	6,961	One Hundred Twenty One Thousand Eight Hundred Seventeen Pesos and Fifty Centavos (Php121,817.50)	
6 ply 100 items	4,001	Eighty Four Thousand and Twenty One Pesos (Php84,021.00)	
7 ply 100 items	6,568	One Hundred Sixty Thousand Nine Hundred Sixteen Pesos (Php160,916.00)	
7 ply w/ 6 SF	859	Twenty One Thousand Forty Five Pesos and Fifty Centavos(Php21,045.50)	
9 ply 100 items	663	Twenty Thousand Eight Hundred Eighty Four Pesos and Fifty Centavos (Php20,884.50)	
10 ply 100 items	1,565	Fifty Four Thousand Seven Hundred Seventy Five Pesos (Php54,775.00)	
13 ply 100 items	3,947	One Hundred Seventy Nine Thousand Five Hundred Eighty Eight Pesos and Fifty Centavos (Php179,588.50)	
14 ply 200 items w/ 8 AS, 5 ruled - Optometry	500	Twenty Four Thousand Five Hundred Pesos (Php24,500.00)	

Total Bid Price for the Project: (Inclusive of all taxes and bank charges)

In Figures: _____

In Words: _____

**THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF VAT AND BANK CHARGES.*

 Bidder's authorized signature over printed name

Designation:

Name of Company:

Address:

Contact No: