



REQUEST FOR PROPOSAL

Date: 09 December 2024

Reference: RFP CO-24-061SVP

1. The **Philippine Institute of Traditional and Alternative Health Care (PITAHC)** through its **Bids and Awards Committee (BAC)** invites interested bidders to submit a proposal for the procurement of the item stated below with the total Approved Budget for the Contract (ABC) amounting to **ONE HUNDRED THIRTY-SEVEN THOUSAND THREE HUNDRED EIGHTY-ONE PESOS AND 21/100 CENTAVOS (PhP137,381.21)** inclusive of all costs, applicable taxes, and service charges:

2.

PITAHC 2024 APP Ref	PR Number	Item Description
5029999099	24-03-0056 24-09-0200 24-02-0052	SUPPLY AND DELIVERY OF VARIOUS ICT EQUIPMENT OF STANDARDS AND ACCREDITATION DIVISION LOT 1 – 3-IN-1 COLORED PRINTER, SCANNER, AND PHOTOCOPIER – PHP32,125.70 LOT 2 – INTERNET SWITCH - PHP73,241.22 LOT 3 – HIGH SPEED SCANNER - PHP32,014.29 <i>(See Terms and Conditions for detailed requirements)</i>

3. Procurement shall be conducted through Small Value Procurement under Section 53.9 - Negotiated Procurement as prescribed under Rule XVI- Alternative Methods of Procurement of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act".
4. The proposal must be duly signed by the bidder and must be submitted to the BAC Secretariat, PITAHC Building, Matapang St., East Avenue Medical Center Compound, Barangay Central, Quezon City or sent thru fax at (02) 8376-3067 or email at bac@pitahc.gov.ph. The proposal shall be received until **13 December 2024, 12:00NN**.
5. The bidder must **submit a copy** of the following documents, **together with the proposal**, to ensure that the said bidder is technically, legally and financially capable to undertake the proposed project:
- Valid and current Mayor's/Business Permit 2024
 - Notarized Omnibus Sworn Statement by the prospective bidder in the new prescribed form as per GPPB Resolution No. 16-2020, attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable
 - PHILGEPS Registration Number *(to be indicated in the Price Proposal Form)*
6. PITAHC reserves the right to waive any formality in the responses to the eligibility requirements and to this invitation. PITAHC further reserves the right to reject all proposals, or declare a failure of small value procurement, or not award the contract, and makes no assurance that the contract shall be entered into as a result of this invitation without thereby incurring any liability to the affected bidder or bidders in accordance with R.A. No. 9184 and its Implementing Rules and Regulations.
7. For any clarification, you may contact Mr. **Rodelio D. Mendez Jr.** at telephone no. (02) 8282-8194 loc 542.

Sgd.
ATTY. KEENTH N. ALMEÑE
Chairperson, PITAHC BAC



OTHER TERMS AND CONDITIONS

1. Bidders shall provide the **correct and accurate information** required in this form.
2. Terms of Delivery: **Within thirty (30) calendar days upon receipt of Purchase Order**
3. Place of Delivery: **PITAHC Central Office, Quezon City**
4. Terms of Payment: **within Thirty (30) calendar days from the inspection and acceptance**
5. Price proposal must be valid for a period of **thirty (30) calendar days** from the date of submission.
6. Price proposal to be denominated in **Philippine Peso (PhP)**, include all taxes and duties and/or levies payable.
7. Proposals exceeding the ABC shall be automatically rejected.
8. As part of the submission aside from Item No. 5 of the RFP and the Price Proposal Form, **bidder shall submit a Certificate of Satisfactory Completion/Performance for those who have previous contracts with PITAHC**, if applicable.
9. The **award of contract** shall be made to the single or lowest calculated and responsive proposal, which complied with the minimum technical specifications and other terms and conditions stated herein.
10. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or any of his/her duly authorized representative/s.
11. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. PITAHC 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.



PITAHC Building, Matapang Street, East Avenue Medical Center Compound, Barangay Central, Quezon City, Philippines
Telefax: (632) 8376-3067 / 8376-3068 Trunklines: (632) 8282-5193 / 8282-5194
Email Address: pitahc@gmail.com Website: www.pitahc.gov.ph



Technical Specifications

Technical Specifications	Compliance to Technical Specification (Check the corresponding box)		
	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
LOT 1 – 3-IN-1 COLORED PRINTER, SCANNER, AND PHOTOCOPIER	Yes ()	No ()	
Item Description: Quantity: 1 Piece	Yes ()	No ()	
Ink: Laser ink toner - Provision of one (1) set of toner installed in the printer	Yes ()	No ()	
Connections: USB: Capable of USB 2.0 or higher	Yes ()	No ()	
Printer Type: Laser Printer, Scan, Copy, Fax with ADF Color LED Printer	Yes ()	No ()	
Paper Compartment: 1 or 2 Trays (If 1, A4; If 2, 1 A4- size tray, 1 Folio-size tray)	Yes ()	No ()	
Max Capacity: 100-150 sheets or more (80 gsm plain paper)	Yes ()	No ()	

Conforme:

Name and signature of the
Authorized Representative

Name of Company

Date



Technical Specifications

Technical Specifications	Compliance to Technical Specification (Check the corresponding box)		
	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
LOT 2 – INTERNET SWITCH	Yes ()	No ()	
Item Description: Quantity: 2 Pieces	Yes ()	No ()	
Interfaces: 24 x 10/100/1000BASE-T PoE ports; 4 x Combo 10/100/1000BASE-T/SFP ports	Yes ()	No ()	
Port Standards and Functions: Port 1 to 4 compliant with 802.3at; Ports 5 to 24 compliant with 802.3af	Yes ()	No ()	
Network Cable: UTP Cat. 5, Cat. 5e (100m max)	Yes ()	No ()	
Duplex Mode: Full/Half-duplex for 10/100 Mbps	Yes ()	No ()	
Media Interface Exchange: Auto MDI/MDIX adjustment for all twisted -pair ports	Yes ()	No ()	
Switching Capacity: 56 Gbps or better	Yes ()	No ()	
Transmission Method: Store-and-Forward	Yes ()	No ()	
MAC Address Table Size: 16,000 entries per device	Yes ()	No ()	
MAC Address Update: Up to 256 static MAC entries	Yes ()	No ()	
Maximum 64 bytes packet forwarding rate: 41.7 Mbps	Yes ()	No ()	
Packet Buffer Memory: 1.5MB	Yes ()	No ()	
CPU Memory: 128 MB DDR3	Yes ()	No ()	
Flash Memory: 16 MB	Yes ()	No ()	
AC Input: 100 to 240 VAC 50/60 Hz internal universal power supply	Yes ()	No ()	
Maximum Power Consumption: 26.3 W (PoE Off); 251.3 W (PoE On)	Yes ()	No ()	
Maximum PoE Budget: 193 W	Yes ()	No ()	
Standby Power Consumption: 100 V: 24 W; 240 V: 21.9 W	Yes ()	No ()	

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Technical Specifications

Technical Specifications	Compliance to Technical Specification (Check the corresponding box)		
	Compliant	Non-Compliant	Remarks: (Counter Specs Offer)
LOT 3 – HIGH SPEED SCANNER	Yes ()	No ()	
Item Description: Quantity: 1 Piece	Yes ()	No ()	
Type: Receipt, Sheetfed	Yes ()	No ()	
Resolution: 600 dpi or more	Yes ()	No ()	
Interface Type: USB 2.0, 3.0 or higher	Yes ()	No ()	
Max Supported Document Size: 8.5 in x 118 in	Yes ()	No ()	
Input Type: Color	Yes ()	No ()	
Automatic Duplexing: Yes	Yes ()	No ()	
Grayscale Depth (External): - 8-bit (256 gray levels)	Yes ()	No ()	
Color Depth (External): - 24-bit (16.7 million colors)	Yes ()	No ()	
Scanning Sensor Type: Contact Image Sensor (CIS)	Yes ()	No ()	
Max Document Scan Speed B/W: 40 ppm or higher	Yes ()	No ()	
Max Document Scan Speed Color: 30 ppm or higher	Yes ()	No ()	
Daily duty cycle: 4000 scans per day	Yes ()	No ()	
Scanner Speed Details: 40 ppm – black&white 80 ipm – duplex – black&white 30 ppm – color 60 ipm – duplex – color 40 ppm – greyscale 80 ipm – double-sided – greyscale	Yes ()	No ()	
Supported Document Type: Plain paper, business card, photo, receipts, reports, contracts	Yes ()	No ()	
Document Feeder Type: Manual, automatic	Yes ()	No ()	
Feeder Capacity: 60 sheets	Yes ()	No ()	
Software Included: Drivers & utilities	Yes ()	No ()	

Conforme:

Name and signature of the
Authorized Representative

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Date