

BASES CONVERSION and DEVELOPMENT AUTHORITY

2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City

Tel. No. 8575-1700 loc. 1782/1784

Email: uatabion@bcda.gov.ph

REQUEST FOR QUOTATION

(Company Name):

Date: December 20, 2025

PR #: 0001876

Please quote your lowest price(s) using this form, or your letterhead. Also, take note of the following details:

- 1) Quotation/s shall be addressed to the Head of Procurement Division. Please indicate Solicitation or Reference No.
- 2) Send the said quotation/s to BCDA or fax the same at no. 8575-1785 not later than **December 23, 2025**
- 3) Quotation/s submitted after the set deadline indicated in item no. 2 shall not be accepted/considered.
- 4) The quotation/proposal shall be properly signed by the authorized representative and/or immediate supervisor.

BCDA reserves the right to accept or reject any or all of the quotations, or waive formally therein, or to accept quotation/s as may be considered most advantageous to the gov't., or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.


URSULA N. ARANDELA-TABION
Canvasser


ALMIRA S. CLARIANES
Chief Administrative Officer

TO: BCDA HEAD OF PROCUREMENT						
Per request, below is/are the price(s) of the article(s)/service(s) as indicated under Unit Price:						
QTY (A)	UNIT	DESCRIPTION/SPECIFICATIONS	UNIT COST (ex-VAT) (B)	VAT (C)	TOTAL UNIT COST (D = B + C)	TOTAL AMOUNT (A x D)
1	Item	Photogrammetry Software Covering Period: January 24, 2026 to January 23, 2027 ABC: PhP200,000.00				
2	Item	Lumion 3D Rendering Software Covering Period: January 23, 2026 to January 22, 2027 ABC per Item: PhP130,000.00 Total ABC: PhP260,000.00				
8	Item	Adobe Acrobat Software Renewal (Latest Version) Covering Period: January 20, 2026 to January 19, 2027 ABC per Item: PhP20,500.00 Toal ABC: PhP164,000.00				
4	Item	Adobe Acrobat Software Renewal (Latest Version) Covering Period: January 20, 2026 to January 19, 2027 ABC per Item: PhP12,800.00 Toal ABC: PhP51,200.00				
1	Item	Adobe Photoshop Renewal (Latest Version) Covering Period: January 20, 2026 to January 19, 2027 ABC: PhP35,000.00				
54	License	Microsoft Perpetual Subscription (Latest Version) ABC per License: PhP14,000.00 Total ABC: PhP756,000.00				
2	License	Microsoft Perpetual Subscription (Latest Version for Mac) ABC per License: PhP14,000.00 Total ABC: PhP28,000.00				
See attached Terms of Reference (TOR)						
Warranty Security is Required which is 1% of the Total Contract Price						
Total ABC: PhP1,494,200.00						
					TOTAL AMOUNT	₱

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Prospective Suppliers who will bid above the ABC will be DISQUALIFIED

Suppliers are required to submit the following Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
- 2) PhilGEPS Registration No.
- 3) Notarized Omnibus Sworn Statement and Proof of Authorization (e.g., Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)
- 4) Business/Income Tax Return (If the ABC is above 500k)
- 5) BIR Certificate of Registration (BIR Form 2303)

Note:

A) Unnotarized Omnibus Sworn Statement (OSS) is acceptable upon submission of quotation. However, the winning bidder/supplier must submit the duly notarized Omnibus Sworn Statement (OSS) and Proof of Authorization within 5 working days upon notification of the Notice of Award. Noncompliance on the timely submission of OSS is a ground for disqualification.

B) Suppliers who have previously submitted the above documentary requirements may no longer require its re-submission except for the Omnibus Sworn Statement.

WARRANTY SECURITY DETAILS

NOTE: Section 90.1 of R.A 12009 – The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) but not to exceed five percent (5%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) but not to exceed five percent (5%) of the total contract price. The said amounts shall be automatically released by the Procuring Entity 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. In the absence of a specified retention money or special bank guarantee percentage within the Bidding Documents or Technical Requirements, a default warranty rate of one percent (1%) of the total contract price shall be applied.

Terms and conditions:

Price: **Inclusive of all applicable taxes**

Payment: **NET Thirty (30) calendar days**

Delivery: **30 Calendar day/s (upon conforme of P.O.)**

Validity of price: **one (1) month**

WARRANTY: **at least one (1) year**

We hereby certify, that we have prepared, checked and reviewed this quotation.

This quotation is valid unless revoked in writing which should be done prior to our receipt of the Purchase Order or Job Order.

Printed Name/Signature/DATE

Immediate Supervisor

Telephone / Fax Number