

**Trade and Investment Development Corporation of the Philippines
(Philippine Export-Import Credit Agency)**
17/F Citibank Tower, Citibank Plaza, Valero Street, Makati City, 1226
Tel. No 885-4700/Fax #.893-4852

REQUEST FOR QUOTATION

QUOTATION NO: 1220000574

DATE: 04-OCT-2018

GENTLEMEN:

We are in the market for the following items. If you are interested and in a position to furnish the same, we shall be glad to have your best prices, terms and condition of delivery submitted not later than **10-OCT-18/2:00PM**

| Item No. | Item Description | QTY | UNIT | UNIT PRICE | | | TOTAL AMOUNT |
|----------|---|----------|------------|------------|-----|-------|--------------|
| | | | | BASE | VAT | TOTAL | |
| | Biometrics Timekeeping and Attendance with Door Lock for Head Office | 6 | PCS | | | | |

Specifications: see attached Technical Specifications

Budget: PhP 210,000.00 inclusive of VAT and all other applicable government taxes

For more information, please contact:

- **MR. ARSENIO C. DE GUZMAN/MR. OLIVER L. TEMPLO** (Technology & Systems Department)
tel no. 885-4700/ acdeguzman@philexim.gov.ph or oltemplo@philexim.gov.ph
- **MR. DENNIS A. JAPSON/MS. VENESSA T. PELIAS** (Administration Unit)
tel no. 885-4700/vtpelias@philexim.gov.ph; fax no. 893-4852

Please submit your sealed proposal addressed to: **Milagros Mercado Baet**
VP & OIC, Administration Unit-HRAD
c/o Venessa T. Pelias

TERMS OF PAYMENT : 15 days upon acceptance by the end-user

DELIVERY Terms : Immediate

Within **five (5) calendar days** from receipt by the bidder of the notice that the bidder has the Lowest Calculated Bid, the bidder shall submit the following documentary requirements:

1. Mayor's/Business Permit
2. Certificate of Business Name
3. PhilGEPS Registration Number
4. Income/Business Tax Return (for ABCs above PhP500,000.00)
5. Omnibus Sworn Statement (Notarized) (for ABCs above PhP50,000.00)
6. BIR Certificate of Registration
7. Audited Financial Statement
8. Professional License/Curriculum Vitae (Consulting Services)
9. PCAB License (Infrastructure Projects)

IMPORTANT

Submit your quotation signed by the Owner/GM/President/key official in envelope closed and pasted and addressed to the Department Head of the General Services Department, 17Floor Citibank Tower, Valero Street, Makati City.

Prices should be typewritten in ink, clearly and without erasures in your official stationery with the above said breakdown in prices. When offering substitute or equivalent brand, specify the brand and make. The envelope submitted which contains the quotation should indicate the number of the quotation, date and time of opening. We shall have the option to place our order in reply to your offer within fifteen (15) working days and after the lapse of the said period, you may consider our right to purchase as null and void. Only bids submitted on or before the time and date specified with prices therein quoted, without blots or erasures shall be considered.

If awarded and you fail to comply with your delivery commitment, or if the items that you shall deliver are not in accordance with your offer and shall be rejected by the end user, award shall be given to the next lower bidder and/or the bid bond, if any, shall be confiscated.

Name of Firm

Address

Tel. No.

Very truly yours,



Milagros Mercado Baet

VP & OIC, Administration Unit-HRAD



Technical Specification and Minimum Requirements for Biometrics Attendance with Door Access Equipment

Biometric Device for Office Lobby (Main Door) and Door leading to Conference Room (Secondary Door)

- Fingerprint verification.
- Fingerprint capacity 2000.
- Face verification.
- Face Template capacity 500.
- Able to detect whether the face is an actual face or a photo, enhancing the security level of verification
- Mifare card verification and should be compatible with the current Mifare cards of TIDCORP.
- Mifare Card capacity 5000.
- Transaction logs capacity 50,000.
- Connectivity and extraction of data through TCP/IP, RS232/485 and USB Host.
- Tamper-proof switch and multiple alarm output.
- High speed verification.
- Built in battery backup.
- Display should be between 4 to 5 inches.
- Electro Magnetic (EM) lock, Door sensor, and Alarm.
- Management Application Supported: Windows 7 or later/Windows Server 2012 R2
- Downloadable logs must be in format of MDB or CSV.

Biometric Device for Server Room 1 and 2

- Fingerprint verification.
- Fingerprint capacity 2000.
- Mifare card verification and should be compatible with the current Mifare cards of TIDCORP.
- Mifare Card capacity 5000.
- Transaction Logs capacity 50,000.
- Connectivity and Extraction of data through TCP/IP and RS232/485.
- Tamper-proof switch and multiple alarm output.
- Electro Magnetic (EM) lock, Door sensor, Alarm, Heavy duty Exit button
- Emergency break glass
- High speed verification.



- Built in battery backup.
- Management Application Supported: Windows 7 or later/Windows Server 2012 R2
- Downloadable logs must be in format of MDB or CSV.

Scope of work

- Vendor shall provide all necessary materials including physical and electrical components to complete the project.
- Vendor must have necessary tools to install/remove the biometric and EM locks, without compromising the building exteriors.
- All installations must adhere to Citi Tower's building standard.
- Vendor shall ensure compatibility of TIDCORP's existing Mifare cards prior to installation works.
- Installation of **biometric devices ingres and egress** at the main and secondary doors
- Installation of new EM locks at the main and secondary doors.
- Installation of **biometric devices ingres** at the Server Rooms 1 and 2 with emergency break glass
- Installation of new EM lock and emergency break glass in the door leading to Office electrical closet.
- Transfer and install existing EM Locks of the main and secondary doors to the Server Rooms 1 and 2.
- Transfer and install existing Biometric Device to the door leading to Office electrical closet.
- Technology transfer for Biometrics Application Management (single session).

Warranty

- 12 months warranty for all biometrics devices and EM Locks.

Responsibilities of the TIDCORP


- Data cables from Wiring Closet to endpoint.
- Work permit.
- Monitoring of the project.

Prepared by:



Oliver Templo
IT Officer

Approved by:



Arsenio De Guzman
VP for TSD