



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
Copenhagen, Helsinki, Oslo, Reykjavik, Stockholm

Sir/Madame,

The Embassy of the Republic of the Philippines intends to upgrade its telephone and internet systems.

Please submit a signed quotation and indicate your acceptance of the attached technical specifications for the procurement. The Embassy accepts open quotations submitted directly to the Embassy's visiting address or through email ambassador@philembassy.no not later than **5pm of 6 April 2018**. Quotations should not exceed the Approved budget for the Contract (ABC) of NOK 10,000.00 a month.

The goods shall be delivered to (visiting address):
Embassy of the Republic of the Philippines
4th Floor, Nedre Vollgate 4
0158 Oslo
NORWAY

Should you require further clarification, please contact:

The Embassy of the Republic of the Philippines
Attn: BAC Secretariat
4th Floor, NedreVollgate 4
0158 Oslo, Norway
Tel No: +47 22 400 900
Email: ambassador@philembassy.no

(SGD) MARIE YVETTE L. BANZON ABALOS
Chair, BAC Committee

3 April 2018

Annex A

Quotation No.	OL-2018-02-01
Date:	3 April 2018
Authority:	53.9 (Small Value Procurement)

PRICE QUOTATION FORM

MS. MARIE YVETTE BANZON-ABALOS

Chair, Bids and Awards Committee
Embassy of the Philippines
Oslo, Norway

Dear **Madame:**

After having carefully read and accepted the Terms and Conditions of this RFQ and followed the Instructions to Bidders specified in Annex B, hereunder is our quotation/s for the item/s as follows:

Specifications	Price
Internet and network infrastructure	
80MB fiber optic internet connection for Consular section	
80MB fiber optic internet connection for Chancery section	
Gigabit 24 port ethernet PoE switch with fiberport for Office on Chancery	
Gigabit 16 port ethernet PoE switch for Office on Consular Section	
Fiber media converters	
Gigabit firewall	
Installation of Switches and firewall	
Telephone system with configuration, license and set-up:	
For 13 users	
Call waiting	
call transfer	
call divert	
intercom	
voice mailbox	
voice messaging	
conference call	
call routing	
For 2 users additional features:	
Call Queuing with voice messaging	
Telephone hardware	
15 units	
Telephone lines, fixed rate Norway+ Nordic countries*	

Name and Signature of Authorized Representative

Bidder/Supplier's Information:

Company Name:	
Address:	
Tel/Fax No.:	
Email Address:	

Annex B

GENERAL TERMS AND CONDITIONS:

- **BID VALIDITY.** Bids should be valid for sixty (60) calendar days counted from the deadline of submission of bids;
- **PRICE ESCALATION.** All bid prices for the given scope of work in the contract as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation.
- **TAXES.** The total price quoted should include MVA (VAT).
- **DELIVERY PERIOD.** Delivery period should be within fifteen (15) calendar days upon receipt of Purchase Order;
- **INCIDENTAL CHARGES AND SERVICES.** The cost of transportation, insurance, and other costs incidental to delivery of the Goods shall be included in the price quoted per item by the Bidder. An additional or separate delivery charge in the bid shall be treated as non-responsive and shall be rejected.
- **TERM OF PAYMENT.** Payment shall be CHARGED ACCOUNT, unless specified.
- **LIQUIDATED DAMAGES.** No payment shall be made until full delivery of item/s is/are completed. Delay in the delivery shall be subject to liquidated damages by way of penalty @ 1/10 of 1% of each day of delay.
- **ALTERATION OF TECHNICAL SPECIFICATIONS AND TERMS AND CONDITIONS.** Altering and/or amending the technical specifications and Terms and Condition(s) may be considered non-responsive / non-compliant.
- **INSTRUCTIONS TO BIDDERS.** Completely fill out the Price Quotation Form (Annex B), technical specification/brand (if applicable), unit / total price and Supplier/Bidder's information. Do not forget to sign the Price Quotation Form.