



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10168013
Procuring Entity NATIONAL HOME MORTGAGE FINANCE CORPORATION
Title Supply and Delivery of Digital Voice Recorder
Area of Delivery Metro Manila

Solicitation Number: 23-08-774 Trade Agreement: Implementing Rules and Regulations Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) Classification: Goods Category: Office Equipment Approved Budget for the Contract: PHP 16,000.00 Delivery Period: Client Agency:	Status	In-Preparation
	Associated Components	1
	Bid Supplements	0
	Document Request List	0
	Date Published	27/09/2023
	Last Updated / Time	26/09/2023 17:02 PM
	Closing Date / Time	02/10/2023 08:00 AM
Contact Person: EDEM D. ABONITALLA RECORDS OFFICER III Filomena Bldg. III, 104 Amorsolo St., Makati City Metro Manila Philippines 1229 63-02-8931501 Ext.378 63-02-8176021 redeemer_abonitalla18@yahoo.com		

Description

Supply and Delivery of:
2 units Digital Voice Recorder

Specifications:
Mode: atleast Stereo/Mono
Internal Memory: atleast 8gb
OS Compatibility: atleast Windows
Recording Time: atleast 23 hours (22kHz/16-Bit LPCM), atleast 1 click
With One (1) Year warranty

Note: Attached latest/updated copy of the following documents:

1. Philgeps Registration Number or Organization Profile
2. Mayors/Business Permit
3. DTI or Sec Registration
4. Certificate of Registration (BIR Form 2303)
5. Tax Clearance Certificate

You may send your Quotations c/o Mr. Edmundo P. Garais or Mr. Aljomar Han Pacasum thru the following:
- Sealed bids at 3/f General Services Division, Filomena Bldg. III, 104 Amorsolo St., Legaspi Village, Makati
- Fax Quotations at Telefax No.: 8817-6021
- Email at aljomarhan.pacasum@nhmfc.gov.ph

For further inquiries you may call NHMFC-General Services Division Procurement Section at 8893-1501 loc. 378 and look for Mr. Aljo Pacasum.

Created by EDEM D. ABONITALLA
Date Created 26/09/2023

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NATIONAL HOME MORTGAGE FINANCE CORPORATION

September 27, 2023

To all prospective bidders:

Subject: Supply and Delivery of 2 units Digital Voice Recorder

Dear Sir/Madam:

The National Home Mortgage Finance Corporation (NHMFC) is inviting all interested parties to submit proposals for the **Supply and Delivery of 2 units Digital Voice Recorder** with an Approved Budget for the Contract of **Php 16,000.00** inclusive of all applicable taxes and fees. The details of the requirements are provided in the attached Request For Quotations (RFQ).

Interested parties may submit their proposals, along with other documentary requirements indicated in the RFQ, in a sealed envelope to the address below or through electronic submission of portable document format at **aljomarhan.pacasum@nhmfc.gov.ph** on or before **October 02, 2023 at 8:00 a.m.:**

Attention : Mr. Edmundo P. Garais
Chief of Division, General Services Division
c/o Procurement Section
National Home Mortgage Finance Corporation
3rd Floor Filomena Building III, Amorsolo Street,
Legaspi Village, Makati City

For further inquiries, please email the Procurement Section, General Services Division at aljomarhan.pacasum@nhmfc.gov.ph.

Thank you.

Very truly yours,

EDMUNDO P. GARAIS
COD, GSD



REQUEST FOR QUOTATION (RFQ)

Date

Reference No.: _____
Solicitation No.: 23-08-774

Attention: PROCUREMENT SECTION
c/o The Chief of Division, General Services Division
National Home Mortgage Finance Corporation
3rd Floor, Filomena Building,
104 Amorsolo Street, Legaspi, Village, Makati City

1. Having examined the subject Request for Quotation (RFQ) including the Technical Specifications, we the undersigned offer to supply and deliver the following:

QTY.	DESCRIPTION	UNIT COST	TOTAL COST
	Supply and Delivery of:		
2 units	Digital Voice Recorder		
	Specifications:		
	Mode: atleast Stereo/Mono		
	Internal Memory: atleast 8gb		
	OS Compatibility: atleast Windows		
	Recording Time: atleast 23 hours (22kHz/16-Bit LPCM), atleast 1 click		
	With One (1) Year warranty		

2. We undertake, if our Quotation or bid is accepted, to deliver the above goods within the seven (7) / fifteen (15) / thirty (30) day delivery period from receipt of Purchase Order (PO).
3. We agree to abide by this Quotation/bid for a period of sixty (60) days after the deadline of submission specified in the RFQ.
4. We understand that payment for items delivered will be made to the winning supplier after the inspection and acceptance of goods delivered.
5. Attached latest/updated copy of the following documents:
 - Philgeps Registration Number or Organization Profile
 - Mayors/Business Permit, DTI or Sec Registration
 - Certificate of Registration (BIR Form 2303), Tax Clearance Certificate

Very truly yours,

(Signature over printed name)

Name of Company

Address

Telephone & Fax No.

Email Address