

REQUEST FOR QUOTATION

Date : _____

RFQ No.: _____

Name of Company : _____

Address : _____

Name of Store/Shop : _____

Address : _____

TIN : _____

PhilGEPS Registration Number (required prior to award): _____

The **Small Business Corporation (SBCorp)**, through its Bids and Awards Committee (BAC), intends to procure **Dedicated Fiber Corporate Internet Connection Service for South Luzon Group (SLG) at Lepanto Building** in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act of 9184.

Please quote your **best offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the last page of this RFQ. Submit your quotation duly signed by you or your authorized representative not later than **January 28, 2026 at 10:00 AM**. A copy of your **valid Business/Mayor's Permit, Philgeps Registration, Notarized Omnibus Sworn Statement* and BIR 2303** is also required to be submitted along with your quotation/proposal.

For any clarification, you may contact us at telephone no. (02) 5328-1100 to 10 local 1734 or email address at bac@sbcorp.gov.ph


Rowena G. Betia
BAC Chairperson

INSTRUCTIONS:

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way
3. All technical specifications are mandatory. Failure to comply with any of the mandatory requirements Will disqualify your quotation.
4. Failure to follow these instructions will disqualify your entire quotation.

**Submit the following documents:*

1. *Certified-true-copy of Secretary's Certificate for corporation, partnership or cooperative; or*

2. *Special Power of Attorney:*

a. Joint venture - executed by all members thereof giving full powers and authority to its officers to sign the OSS/Sworn Statements and do acts to represent the bidder; or

Small Business Corporation is an Attached Agency of the Department of Trade and Industry

b. *Single Proprietorship* – if the person representing the company or acting on behalf of the company is not the registered owner.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Procurement of (Name of Item/s to be procured)															
TECHNICAL SPECIFICATIONS (detailed)	REMARKS														
<p>TERMS OF REFERENCE</p> <p>Dedicated Fiber Corporate Internet Connection Service</p>	<p><i>Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specifications</i></p>														
<p>I. OBJECTIVE</p> <p>The project aims to subscribe to a dedicated fiber corporate internet connection service for South Luzon Group's new office at Lepanto Building, Makati City. Subscription period is one(1) calendar year.</p> <p>II. SCOPE OF WORK</p> <p>The project calls for the supply, delivery, configuration, installation and activation of any and all necessary equipment and accessories for the implementation of a dedicated fiber corporate internet connection, as indicated under III. TECHNICAL SPECIFICATIONS, with termination at SB Corporation's South Luzon Group Office at Unit 3B, 3rd Floor, Lepanto Building, 8747 Paseo De Roxas, Salcedo Village, Makati City.</p> <p>III. TECHNICAL SPECIFICATIONS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"><i>Tier Type</i></td> <td style="padding: 5px;"><i>Tier 1, Philippines</i></td> </tr> <tr> <td style="padding: 5px;"><i>Internet Service Provider (ISP)</i></td> <td style="padding: 5px;"><i>Fiber Optic Cable</i></td> </tr> <tr> <td style="padding: 5px;"><i>Connection Type</i></td> <td style="padding: 5px;"><i>Dedicated or Leased Line or Equivalent</i></td> </tr> <tr> <td style="padding: 5px;"><i>Service Type</i></td> <td style="padding: 5px;"><i>100Mbps Minimum</i></td> </tr> <tr> <td style="padding: 5px;"><i>Bandwidth</i></td> <td style="padding: 5px;"><i>SB Corporation's South Luzon Group Office, Unit 3B, 3rd Floor, Lepanto Building, 8747 Paseo De Roxas, Salcedo Village, Makati City</i></td> </tr> <tr> <td style="padding: 5px;"><i>Termination Location</i></td> <td style="padding: 5px;"><i>Must be included and provided by the ISP</i></td> </tr> <tr> <td style="padding: 5px;"><i>Customer Premise Equipment</i></td> <td></td> </tr> </table>	<i>Tier Type</i>	<i>Tier 1, Philippines</i>	<i>Internet Service Provider (ISP)</i>	<i>Fiber Optic Cable</i>	<i>Connection Type</i>	<i>Dedicated or Leased Line or Equivalent</i>	<i>Service Type</i>	<i>100Mbps Minimum</i>	<i>Bandwidth</i>	<i>SB Corporation's South Luzon Group Office, Unit 3B, 3rd Floor, Lepanto Building, 8747 Paseo De Roxas, Salcedo Village, Makati City</i>	<i>Termination Location</i>	<i>Must be included and provided by the ISP</i>	<i>Customer Premise Equipment</i>		
<i>Tier Type</i>	<i>Tier 1, Philippines</i>														
<i>Internet Service Provider (ISP)</i>	<i>Fiber Optic Cable</i>														
<i>Connection Type</i>	<i>Dedicated or Leased Line or Equivalent</i>														
<i>Service Type</i>	<i>100Mbps Minimum</i>														
<i>Bandwidth</i>	<i>SB Corporation's South Luzon Group Office, Unit 3B, 3rd Floor, Lepanto Building, 8747 Paseo De Roxas, Salcedo Village, Makati City</i>														
<i>Termination Location</i>	<i>Must be included and provided by the ISP</i>														
<i>Customer Premise Equipment</i>															

Small Business Corporation is an Attached Agency of the Department of Trade and Industry

Public IP Address Block	At least /29 (6 usable Public IP Addresses)	<i>Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specifications</i>
Service Availability	99.5% Minimum	
Bit Error Rate (BER)	10 ⁻⁹ Maximum. ISP must conduct BER Test upon line activation.	
Contract	One (1) year	
Billing	Monthly	
Rebates	Allowed. Applicable rebates to apply on next billing cycle.	
Technical Support	24x7x365 via telephone hotline and/or email and/or Account Manager.	
Other Requirements	Internet Service Provider (ISP)-Bidder must submit a Service Level Agreement (SLA), which includes, but not limited to, committed Service Availability, Rebates computation and application procedure, and Escalation Procedure with names, phone numbers and email addresses.	
	ISP-Bidder must provide a dedicated Account Manager for SB Corporation.	
	ISP-Bidder must provide SB Corporation with a public link or URL for MRTG/PRTG/Cacti bandwidth utilization monitoring with Hourly, Daily, Weekly, Monthly and Yearly graphs.	

IV. PROJECT COST

The maximum budget for the one-year subscription period is Four Hundred Eighty Thousand Pesos (PhP480,000.00), inclusive of all applicable taxes, including the Value-Added Tax (VAT).

V. IMPLEMENTATION

The dedicated corporate fiber internet connection must be up and running and turned over to SB Corporation's Information Technology Group (ITG) within thirty (30) calendar days upon release of the Notice to Proceed (NTP).

VI. LIQUIDATED DAMAGES

SBCorp, as the Procuring Entity, adopts the following provisions for Liquidated Damages from the 2016 Revised Implementing Rules and Regulations or Republic Act No. 9184 (Updated as of 31 March 2021):

1. Annex D, Item 3.1

When the supplier fails to satisfactorily deliver goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted by the procuring entity concerned. The procuring entity need not prove that it has incurred actual damages to be entitled to liquidated damages. Such amount shall be deducted from any money due or which may become due to the supplier, or collected from any securities or warranties posted by the supplier, whichever is convenient to the procuring entity concerned. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the procuring entity concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

2. Annex E, Items 9.1 to 9.4.2

9.1. Once the contract duration expires, including any time extension duly granted, and the contractor refuses or fails to satisfactorily complete the work, the Procuring Entity shall impose upon the contractor in default liquidated damages. Liquidated damage is an amount equal to at least one tenth (1/10) of one (1) percent of the cost of the unperformed portion of the works for every day of delay.

9.2. In computing for liquidated damages, the Procuring Entity determines the usability of the project. A project or a portion thereof may be deemed usable when it starts to provide the desired benefits as certified by the targeted end-users and the concerned Procuring Entity.

9.3. To be entitled to such liquidated damages, the Procuring Entity does not have to prove that it has incurred actual damages. Such amount shall be deducted from any money due or which may become due the contractor under the contract or collect such liquidated damages from the retention money or other securities posted by the contractor, or a combination thereof, whichever is convenient to the Procuring Entity.

9.4. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the Procuring Entity has the following options:

9.4.1. Terminate the contract pursuant to the Guidelines on Termination of Contract and forfeit the erring contractor's performance security. After termination, the Procuring Entity may either (i) take over the contract, or (ii) resort to any of other alternative methods of procurement provided under R.A. No. 9184 and its 2016 revised rules and regulations; or

9.4.2. Allow the contractor to continue the works without prejudice to the continued imposition of liquidated damages until the works have been completed. This does not, however, preclude the Procuring Entity in resorting to Termination of Contract under Annex I of the 2016 Revised IRR of RA No. 9184.

Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specifications

DELIVERY REQUIREMENT	
a) 1 lot	
b) 30 Calendar days upon receipt of NTP	

FINANCIAL OFFER:

Please quote your **best offer** for the item below. Please do not leave any blank items. Indicate “0” if item being offered is for free.

PROCUREMENT OF (name of item/s to be procured)			
Quantity (A)	Description/Brand/Model (B)	Unit Price (C)	Total Offered Quotation (A x C)
ABC Php480,000.00 Tax Inclusive			In words _____ In figures: _____

TERMS AND CONDITIONS

- Bidders shall provide correct and accurate information required in this form.
- Bidders may quote for any or all the items.
- Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
- Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- The item/s shall be delivered according to the requirements specified in the Technical Specifications.
- The SBCorp shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

10. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the SBCorp shall adopt and employ “draw lots” as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
11. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e, order slip and/or billing statement, by the contractor. Our Government Servicing Bank, i.e, the Land Bank of the Philippines, shall credit the amount due to the contractor’s identified bank account not earlier than twenty four (24) hours, but not later than forty-eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor’s account.
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The SBCorp 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 to it.

Office Telephone No. _____

Signature over Printed Name

Mobile No. _____

Position/Designation

Email address: _____