



Construction Industry Authority of the Philippines
REQUEST FOR QUOTATION/PROPOSAL

CIAP-F-PrM-03
Rev. No.: 00

Purchase of Digital Voice Recorder

P.R. No./Date: 25-07093 | 04 July 2025

RFQ/P No. / Date: 2025-07-075 | 04 July 2025

The Construction Industry Authority of the Philippines (CIAP) invites all eligible suppliers, contractors and consultants to quote the best offer for the described item/s in the attached Terms of Reference/Technical Specifications subject to the Terms and Conditions and within the Approved Budget for the Contract (ABC).

The following are the required document/s to be submitted as attachment/s to the quotation/proposal:

(Please submit the documents required to be submitted by the bidder pursuant to Annex "H"-Appendix A of Revised of The 2016 Revised IRR)

- 1 Mayor's/Business Permit
2 PhilGEPS Registration Number
3 Signed Terms of Reference or Technical Specifications, if applicable
4 BIR Certificate of Registration (BIR Form No. 2303)

This pro-forma quotation maybe submitted through registered or electronic mail to the CIAP Bids and Awards Committee Secretariat at address indicated below or email to bac_ciap@construction.gov.ph/johnvincentpeduche@construction.gov.ph on or before 17 July 2025, 10:00 AM, together with any additional requirements indicated in the attached Terms of Reference / Technical Specifications, and subject to the following Terms and Conditions:

- 1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for sixty (60) calendar days upon receipt of the bid. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to (BIR 2306) 5% R-VAT and (BIR 2307) 1% (PO) or 2% (JO) deductions.
5. CIAP-BAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. CIAP reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence is required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference/Technical Specifications .
10. Payment shall be made through check payment (Landbank).
11. For bidders with Landbank of the Philippines Bank Account Number, please write Account Number: _____.

Very truly yours,
(ORIGINAL Copy Signed)

John Vincent B. Peduche

Secretariat, Bids and Awards Committee

CONSTRUCTION INDUSTRY AUTHORITY OF THE PHILIPPINES

4th Floor Room 410, Executive Building Center, 369 Sen. Gil Puyat Ave., cor. Makati Ave., Makati City

Telephone: 0917-855-7198 | e-mail: bac_ciap@construction.gov.ph

Table with 5 columns: Item, QTY, ABC, Technical Specifications, and a sub-table for Brand/Model, Unit Price, and Total Amount. Includes a total row and delivery instructions.

(Please provide complete information below)

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that CIAP is not bound to accept the lowest or any proposal that CIAP may receive.

Signature over Printed Name :
Designation/Position :
Name of Company :
Address :
Telephone / Fax :
E-mail Address:
Company Tax Identification Number :



25-07093

TECHNICAL SPECIFICATIONS

Procurement of Digital Voice Recorder				
Qty.	Unit	Description / Minimum Specification	Est. Cost / Unit	Amount
12	Pc	DIGITAL VOICE RECORDER <u>Specifications:</u> <ul style="list-style-type: none"> • GENERAL FEATURES OLED Display, Built-In Lithium Battery, USB Direct Connection Charging, 4GB Built-in Memory with Expandable Memory, Built-in Microphone, Calendar Search, LCD Backlight, PC Connectivity Playback Format: LPCM/MP3/AAC/WMA Recording Format: Linear PCM/MP3 • RECORDING Scene Select, Sync Recording Function, Recording Monitor, FM Radio Recording, VOR, Auto Voice Recording, Auto Music Recording • PLAYBACK & EDIT Playback Normalization, A-B Repeat, Digital Pitch Control (Speed Control), Divide, Easy Search, Erase, File Copy, Folder Name Change (without using PC), Graphic Equalizer, Move File, Noise Cut (Clear Voice), Protect, Track Mark • WITH CARRYING CASE 	₱7,500	₱90,000

Requested by:


RAYMOND G. GARCIA
 Supervising TIDS, CIAC

Approved by:


DELIA B. BILLED0-PERLADA
 Division Chief, AMCD

Reviewed by (for ICT Task Force):


CHARLIE A. BARINQUE
 Information Technology Officer
 ICT Task Force Member, PPCMD

CONFORME:

This is to certify that the undersigned, as an authorized representative of the Contractor, confirms and complies with all the requirements and deliverables needed for the

 Name and Signature of Authorized Representative of the Contractor

 PhilGEPS Registration Number

 Tax Identification Number

 Date