



Republic of the Philippines
JUVENILE JUSTICE AND WELFARE COUNCIL
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JJWC PROCUREMENT UNIT
AMP Standard Form No: 1
Revision No: 1
Revision Date: 16 August 2018

REQUEST FOR QUOTATION

Hiring of Service Provider for the Subscription to Graphic Design Editing Application for RJJWCs

RFQ No. **24-021 SVP**
Date: **March 6, 2024**

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A**. Failure to indicate information could be basis for non - compliance. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Please accomplish and submit this form together with **Annex A, PhilGEPS Registration Number, 2024 Mayor's/Business Permit** to JJWC National Secretariat c/o BAC Secretariat, 140 Maginhawa St., Sikatuna Village, Quezon City or email to **lncallos@jjwc.gov.ph cc: procurement@jjwc.gov.ph** on or before **March 11, 2024, 5:00 P.M.**

ESMERALDA H. DISTOR
BAC Chairperson *MD*

Terms and Conditions:

- Award shall be made on per: item basis total quoted price. Lot Basis
- Quotation validity shall not be less than Thirty (30) days.
- Good/s shall be delivered within Please see Annex A
- Place of Delivery: Please see Annex A
- Terms of Payment: 15-30 days after the conduct of the final inspection of the items
- Liquidated Damages/Penalty: (1/10) of one percent for everyday of delay shall be imposed.
- Indicate brand, model and country of origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Warranty: Please see Annex A



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ANNEX A

JJWC PROCUREMENT UNIT
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Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____

RFQ No.: 24-021 SVP
Date: March 6, 2024

Item No.	Qty.	Unit	Purchaser's	Bidder's Specifications		
			Specifications	(Please indicate the detailed specification in the space provided or write "COMPLY" if your hotel is compliant to the details)	Quantity	Unit Cost
			Hiring of Service Provider for the Subscription to Graphic Design Editing Application for RJJWCs			
			Specifications			
			a. Validity of subscription: 12 months from delivery of subscription			
			b. Team subscription for graphic design editing software/application - Ability to provide access/account to 20 users/emails - 24/7 technical support - Onboarding assistance			
			c. Tool Features - Access to all design elements available - Collaborative graphic design and video editing - Customizable designs - Ability to animate elements - Built-in social sharing and presentation mode - Ability to export files to PDF, JPEG, PNG, PPT, GIF and MP4 and in customize download quality - Create and publish social media content directly from platform to other platforms (i.e. Facebook, Instagram, Twitter, Youtube) - Shareable link to view, comment, or edit designs - Ability to protect/lock design from edits - Ability to provide access/account to 20 users/emails - Unlimited folder creation - Up to 100 GB Cloud Storage			
			d. Number of accounts for subscription: 20 accounts			
			e. Terms of Payment: Monthly (Php10,833.33)			
			f. Delivery: Upon awarding of Contract			
			Approved Budget for the Contract (ABC) : Php130,000.00			
			Charge to 2024 JJWC GAA Funds			

PURPOSE : To support all the RJJWC Social Media Team in producing and disseminating IEC materials for posting in their Facebook page.

PR No: 2024-03-058

ESMERALDA H. DISTOR
BAC Chairperson

(Signature over printed name)
Supplier