

Republic of the Philippines  
**National Electrification Administration**

#57 NIA Road, Brgy. Pinyahan, Diliman, Quezon City  
 Contact Nos: 8929-1909 loc. 3138 & 4111

**REQUEST FOR QUOTATION**

RFQ No.:

25-02-023

Sirs/Mesdames:

Please quote your latest/lowest price for the items listed below and submit your **Signed Quotation**, preferably using this form or your company's letterhead to NEA, General Services Division or send to [procurement@nea.gov.ph](mailto:procurement@nea.gov.ph) or fax to **8926-1909 loc. 4111** on or before **05:00PM of 25 February 2025**.

Please be informed that below procurement is subject to existing Government laws and regulations. As such, we would require the lowest complying supplier/bidder to submit the below documents which are necessary to effect awarding of contract.

Thank you.

**JOEL C. SOMERA**

Officer-In-Charge, General Services Division

**REFERENCE: Purchase Request No.25-01-021/Date: January 30, 2025 Requisitioner: HRAD-HRMD**

Item No.	UOM	DESCRIPTION	QTY.	NEA	SUPPLIER'S QUOTE	
				UNIT COST / ABC	UNIT COST	TOTAL AMOUNT
		<b>Procurement of the following:</b>				
1	lot	Four (4) units Biometric Machine	1	₱ 200,000.00		
		• Capacity - At least 5,000 users				
		• Transaction - At least 200,000 logs				
		• Fingerprint - At least 5,000				
		• RFID - At least 3,000 (Compatible with 13.56 Mhz)				
		• Memory - 512GB RAM / 8GB ROM				
		• Communication/Network - TCP/IP				
		• One (1) year warranty on parts and services				
		• After sales support				
		• Training orientation on Installation and usage				
		One (1) unit Biometric Machine (with WiFi)				
		• Capacity - At least 5,000 users				
		• Transaction - At least 200,000 logs				
		• Fingerprint - At least 5,000				
		• RFID - At least 3,000 (Compatible with 13.56 Mhz)				
		• Memory - 512GB RAM / 8GB ROM				
		• Communication/Network - TCP/IP and WiFi Portable				
		• One (1) year warranty on parts and services				
		• After sales support				
		• Training orientation on Installation and usage				
		Five (5) units Time Recorder, Access and System Migration Software				
		• Software Migration to NEA HRIS				
		• Communication/Network - TCP/IP				
		<b>Requirements for submission:</b>				
		1) SIGNED quotation, preferably using this RFQ form or your company's letterhead				
		<b>For the winning supplier, please submit the following:</b>				
		1) PhilGEPS Registration Number or Updated PhilGEPS Platinum;				
		2) Mayor's / Business Permit;				
		3) Certificate of Registration (BIR2303); and				
		4) Notarized Omnibus Sworn Statement				
		<b>Mode of Procurement:</b> Small Value Procurement (Sec. 53.9)				<b>TOTAL:</b>
		<b>Reference Number:</b>				

**Ramoncito P. Granados**

Canvasser

February 19, 2025

Date

Signature over printed name with date

Name of Company and Contact No.