



BONIFACIO DRIVE, SOUTH HARBOR, PORT AREA, MANILA 1018, PHILIPPINES  
P.O. BOX 436, MANILA, PHILIPPINES  
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HTTP://WWW.PPA.COM.PH

**REQUEST FOR QUOTATION  
(Small Value Procurement)**

The Philippine Ports Authority Head Office (PPA H.O) through its Bids and Awards Committee for Procurement of Goods and Consulting Services will undertake a Small Value Procurement for the Preventive Maintenance of Private Automatic Branch Exchange (PABX) of PPA Head Office, in accordance with Section 53.9 of the Revised Implementing Rules and Regulation of RA 9184.

Name of project : **Preventive Maintenance of Private Automatic Branch Exchange (PABX)**

QTY	UNIT	ITEM DESCRIPTION
1	LOT	Preventive Maintenance of Private Automatic Branch Exchange (PABX) for One (1) year on a monthly basis and quarterly billing for PPA Head Office.

Approved Budget : **Php 225,000.00**  
For the Contract

Deadline for submission  
of quotations : **December 6, 2017**

Please quote your best price in line with the attached specifications. Quotations may be submitted to the BAC Secretariat 5<sup>th</sup> floor PPA Corporate Bldg., Bonifacio Drive, South Harbor, Port Area, Manila

For further information, please refer to:

BAC Secretariat, Philippine Ports Authority  
5<sup>th</sup> floor, PPA Bldg., Bonifacio Drive  
South Harbor, Port Area, Manila  
Telephone/Fax no. 527-4735  
527-8356 to 83 loc. 539  
PPA website: [www.ppa.com.ph](http://www.ppa.com.ph)

Very truly yours,

**ANGELINA A. LLOSE**  
Vice-chairperson, Bids and Awards Committee  
Procurement of Goods and Consultancy Services

VISION

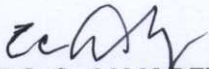
*"By 2020, PPA shall have provided port services of global standards."*

MISSION

**Procurement for the Preventive Maintenance of Private Automatic Branch  
Exchange (PABX) of PPA Head Office Bldg**

**Scope of Work**

1. Quarterly preventive maintenance during regular/normal working time, 8:00am – 5:00pm, Mondays – Fridays;
2. On-call corrective maintenance during regular/normal working time, 8:00am – 5:00pm, Mondays – Fridays (but service is available 24 hours, 7 days a week).
3. Corrective maintenance response time is as follows:
  - 3.1 Remote technical assistance of within 1 hour, or
  - 3.2 On-site intervention of within 4 hours
4. Supply of temporary replacement/service units for defective hardware components, except for telephone sets.



**EDUARDO C. ALVAREZ**

Officer-in-charge, ASD