

Republic of the Philippines
OVERSEAS WORKERS WELFARE ADMINISTRATION
 OWWA Center Bldg., F.B. Harrison St., Cor. 7th St., Pasay City
 Tel# 833-0113 Telefax# 833-1010

P.R. No. 2024-12-0134
 DATE: 17-Dec-24

REQUEST FOR QUOTATION / PROPOSAL

COMPANY NAME:

ADDRESS OF COMPANY:

To whom it may concern:

Please quote your lowest price/s (**taxes included**) on the lot or item/s below, subject to the General Conditions indicated herein, stating the shortest time of delivery and submit your quotation using your company letterhead or this form duly signed by your official representative to Overseas Workers Welfare Administration, Third Floor OWWA Center Building, 7th Street corner, FB Harrison, Pasay City not later than **23 December 2024 @ 10:00 a.m.**

Engr. GERARDO S. GATCHALIAN
 SAO, PPMD

FOR: MINFA C. UNICA
 OIC, PPMD

PROJECT TITLE/NAME: Proposal One (1) Lot - Subscription of 30 SIP Trunks for OWWA Hotline 1348					DEALER'S/SUPPLIER'S OFFER	
ITEM NO.	SPECIFICATIONS	QTY	UNIT	APPROVED BUDGET OF CONTRACT (ABC)	UNIT COST (Vat inclusive)	TOTAL COST (Vat inclusive)
1.	Subscription of 30 SIP Trunks for OWWA Hotline 1348	1	lot	₱500,000.00		
	<i>(Please see attached Technical Specifications)</i>					
	<i>Note: For any inquiries/concern contact MISD, Mr. Joseph John Padilla at 8891-76-01 to 24 local 5605</i>					
	Additional Documentary Requirements must be submitted upon submission of offer:					
	<i>1. PhilGEPS Certificate or PhilGEPS Registration Number</i>					
	<i>2. Valid Mayor's / Business Permit</i>					
	<i>Please take note that the Omnibus Sworn Statement shall be submitted within 5 days upon acceptance of Notice of Award.</i>					
	<i>Note: Bidders may also submit their bid proposal and supporting documents through email address: procurement@owwa.gov.ph</i>					
GENERAL CONDITIONS						
1. Entries must be typewritten / if handwritten, it must be clear and legible; 2. Bidders must submit certificate of PHILGEPS Registration; 3. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, etc.); 4. All quotation can be submitted through the following means: a) in a SEALED ENVELOPE, or b) thru ELECTRONIC MAIL, or c) FACSIMILE. Label the envelope with the following: Bidder's Company Name PHILGEPS Reference No. Project Title/Name PR No. 5. Item/s delivered must have warranties for unit replacements, parts, labor or other services; 6. Quoted prices must be inclusive of taxes and shall not exceed the Approved Budget for the Contract (ABC); 7. Proposal/Quotation submitted without signature of the authorized signatory shall not be accepted; 8. Proposal/Bid modifications submitted beyond the scheduled deadline shall not be considered; 9. Price quoted/ submitted on the deadline shall be considered as final and unalterable; 10. Use of non-discretionary/non-discriminatory selection criteria as tie-breaking method in case of two or more bidders determined and declared as the Lowest Calculated and Responsive Bidder (LCRB) in accordance with GPPB Circular No. 06-2005; 11. The OWWA reserves the right to accept or reject any bid, to annul the bidding process, and to reject at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.						

DELIVERY: 15 calendar days upon receipt of PO/NTP

TERMS OF PAYMENT: Monthly Payment / Government Terms

PRICE VALIDITY: 60 days from date of quotation/proposal

 Company Name

 Print Name and Signature of Authorized Representative

 Designation

 Company Tel./Fax/Mobile No.

 Date



Republic of the Philippines
OVERSEAS WORKER WELFARE ADMINISTRATION
Management Information System Division (MISD)

Technical Specifications

Implementation of 30 SIP Trunks at OP Center for 1348 Hotlines

Background

The OP Center currently has 12 SIP trunks for handling incoming and outgoing calls using the OWWA 1348 hotlines. With the increasing volume of calls, the existing lines are becoming insufficient. Additional lines are seen viable solutions to improve call handling, reduce cost and enable scalability.

Objectives

To handle the daily number of calls and ensure seamless interaction with existing telephony systems and applications, the number of SIP trunks should be increased to 30. This will also improve the service availability and overall quality of OWWA's communication lines.

Scope of Work


- Assess the current telephony infrastructure and network readiness for the 30 SIP trunk implementation.
- Installation and configuration 30 SIP trunks from local telecommunication provider
- Ensure compatibility with existing PBX systems and equipment.
- Conduct testing and quality assurance to ensure the SIP trunks can handle the expected call volume.
- Provide training to staff for managing and troubleshooting SIP trunks issues.

Deliverables

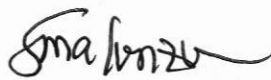
- 30 SIP trunks include installation and configurations.
- Completed assessment of current telephone infrastructure.
- Successfully integrated SIP trunks with existing Telephony systems.
- Testing and demonstrating the ability to handle the volume of calls per day.
- Training materials and sessions for staff.
- 24x7 Support for SIP trunks issues

Delivery Period: 10 days

Prepared by:


JOSEPH JOHN Q. PADILLA
Chief, Management Information System Division

Approved by:


SHERILYN G. MALONZO
Director II, Operation Center 24/7