



Office of the President of the Philippines
OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS

REQUEST FOR QUOTATION

08 April 2021

The Office of the Presidential Adviser on the Peace Process (OPAPP) through the General Appropriations Act of FY 2020 intends to apply the sum of Eight Hundred Fifty Five Thousand Pesos (Php855,000.00) being the Approved Budget for the Contract (ABC) to be paid for the Small Value Procurement, as defined under Section 53.9 of the IRR of RA 9184 for the Procurement of the Internet Connectivity for the Updated Finance Accounting System listed below:


Lot	Goods	Quantity	Specific Technical Requirements
1	Internet Service Provider (ISP)	1	See Annex "A"

The OPAPP now invites contractors/suppliers to submit price quotations for the above items.

The Contract will be awarded **per lot** to the **lowest quotation** and **responsive** to the specifications and requirements.

For further inquiries, please coordinate with the BAC Secretariat at telephone number (02) 8636 0706 local 871 or at bacsec.opapp@gmail.com

Sincerely,


Mr. Alain Benedict Ebu
Head-ICTU

TERMS AND CONDITIONS

- a) The ABC is inclusive of applicable taxes, fees, and/or levies payable.
- b) The contract shall be awarded to the lowest and responsive bid. Bid amount exceeding the ABC shall be automatically disqualified.
- c) The price quotation must be valid for sixty (60) calendar days from the date of submission of bids.
- d) Bidder shall submit its quotation and the following documents with all its pages on or before 16 April 2021 at 10:00 am on the place specified below:

- 1. Mayor's/Business Permit
- 2. PhilGEPS Registration Number
- 3. Omnibus Sworn Statement
- 4. Income/Business Tax Return

None submission of any or all the document will be declared ineligible to bid and hence, the bid shall be disqualified.

The above documents shall be submitted in a sealed envelope with the name of the sender, complete mailing address, email address, and telephone or mobile number. Without such details, the bid shall not be accepted.

Submit your bidding documents at:

*BAC Secretariat Office
3rd Floor, Agustin I Building
F. Ortigas Jr. Road
Ortigas Center
Pasig City*

- e) Late bids will not be accepted. If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline submission of bids.
- f) OPAPP shall conduct evaluation/inspection of goods to be supplied to OPAPP before an award shall be issued.
- g) Subcontracting is not allowed.
- h) Delivery shall be completed within twenty (20) calendar days from receipt of Job/Purchase Order.
- i) Place of Delivery

*Office of the Presidential Adviser on the Peace Process (OPAPP)
10th Floor, Agustin I Building
F. Ortigas Jr. Road
Ortigas Center
Pasig City*

- j) Payment shall be made to the supplier or distributor within thirty (30) calendar days from complete delivery and submission of pertinent documents for payment as required under existing laws.
- k) Replacement of defective item/s shall be made within seven (7) days from receipt of the supplier or distributor of the formal written notice.
- l) OPAPP reserves the right to reject any and all quotations or bids, declare a failure of bidding or not award the contract in accordance with Section 41 of the IRR of RA 9184.

QUOTATION FORM

OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS

Agustin I Building

F. Ortigas Jr. Road

Ortigas Center, Pasig City

Dear **Sir/Ma'am**:

After having carefully read and accepted your terms and conditions, we are pleased to quote you for the following items:

Lot	Technical Requirements	Quantity/ Baskets	Statement of Compliance	Unit Cost	Total Cost

Prices in the above offer are certified true and correct.

Sincerely,

(Signature over Printed Name of the Authorized Representative)

Company Name: _____

Contact No: _____

Email Add: _____



Office of the Presidential Adviser on the Peace Process

TERMS OF REFERENCE

**Additional Internet Service Provider (ISP) for Finance' BTMS and for OPAPP's
Failover Connection.**

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I. PROJECT OVERVIEW

The name of this project is **Additional Internet Service Provider (ISP) for Finance' BTMS and for OPAPP's Failover Connection.**

II. PROJECT OBJECTIVE

The project aims to add an existing Internet Service Provider for OPAPP for high availability and for Finance' BTMS connection.

III. TECHNICAL REQUIREMENTS

A. General Requirements

The Project requires for the procurement of the following:

Speed	Unit	ITEM	Media Type
100 mbps	subscription	Internet Service	Fiber Optic

B. Detailed Technical Requirements (Minimum)

QTY	ITEM	SPECIFICATION
1	Internet Subscription	High-speed internet connectivity using end to end fiber optic technology
	Category	Business Type
	Guaranteed Speed	100 Mbps, symmetric download and upload 200 Mbps burst speed.
	Service Level Agreement	99.95% (max 4.38 hours downtime per year)
	Media Type	End to End Fiber Optic Connectivity
	Static IP	/30 Static IP
	MRTG Access	Free

NOTE: Since this new internet connection will also be utilized for failover purposes, the current OPAPP 100 Mbps ISP provider (WiFi City or Source Telecoms) is not allowed to send a BID proposal.

C. Installation – The ISP shall be considerable for the following:

- a. Installation of main line up to OPAPP Server Room (fiber optic runs).
- b. Initial configuration and set-up.

- c. Backbone Coring and Restoration from Ground Floor to 10F
- d. Rebar Scanning and Output to be submitted to the Building Admin
- e. Processing of Building Approval and Work Permit

D. TECHNICAL SUPPORT AND WARRANTY

Quality assurance is expected from the SERVICE PROVIDER, such that any error or fault in any hardware, peripherals, pre-installed mandatory software and installation tools delivered during the implementation shall be acted upon, resolved, mitigated and/or replaced accordingly at no cost to the organization. Likewise, upon final project acceptance, the SERVICE PROVIDER is required to after sales service and assurance that all equipment and installation are accurate, complete, operable, uncompromised, and error-free during the subscription period.

24/7 Technical Support with escalation procedure of up to Level III.

IV. PROJECT DURATION

The project’s duration shall not be more than the specified number of days in the Schedule of Activities. The Service Provider is expected to follow the scheduled delivery strictly. Extending the period of installation (30 days from Contract Signing and Approval) will subject the Supplier to liquidated damages as stipulated in RA No. 9184.

V. APPROVED BUDGET

The Approved Budget for the Contract (ABC) for Service Subscription is Ninety Five Thousand Pesos (Php 95,000.00) monthly recurring charge.

VI. SCHEDULE OF ACTIVITIES

Activities	Timeline	Remarks
Delivery of the Service (Installation and Set-up)	30 days after Contract Signing	The location of the delivery and installation shall be at 10th Floor, Agustin I Bldg., Emerald Ave., Ortigas Center, Pasig City
Inspection, Test, Evaluation and Acceptance	1 to 3 days	Inspection Committee, TWG and ICT shall test and evaluate the performance and speed of service

VII. POST-QUALIFICATION

The Post-qualification of the service to be provided will be based on the submitted proposal and other supporting documents.

VIII. TESTING AND EVALUATION

The visual test, conformity with the specifications, and functionality test shall be conducted in accordance with the Service Provider's Proposal and Terms of Reference.