

REQUEST FOR QUOTATION

P.R. No/Date - 201810-0334 / October 26, 2018

RFQ No./Date: 201811- 0229 / November 08, 2018

Sir / Madam:

Please quote your lowest price/s for the item/s listed below including the total amount in legible style (preferably typewritten) and return this duly signed by the company's authorized signatory/ies in **sealed and signed envelope** to the PCC Bids and Awards Committee c/o **Atty. Joseph Melvin B. Basas, 25/F Floor Vertis North Corporate Center 1, North Avenue, Quezon City, 1105** on or before **November 19, 2018, 12:00NN**.

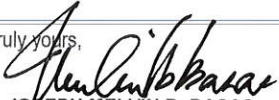
Your participation to this bidding shall be subject to the requirements to be submitted on the aforesaid deadline as identified below:

- PhilGEPS Registration Number.
- Mayor's/Business Permit / BIR Certificate of Registration in case of individual or equivalent.
- Latest Income/Business Tax Return or equivalent.
- Consularized Certificate of Exclusivity.
- Omnibus Sworn Statement.
- Signed Terms of Reference.
- Proposal must be inclusive of all applicable government taxes and subject to 5% R-VAT and 1% (PO) or 2% (JO) deductions
- Bids must be submitted using this form. Supplemental information using your company stationery may be attached to reflect the complete specification of bid e.g., brand name, model, pictures/brochures/literature, menu, etc.
- Bids should not exceed the Approved Budget for the Contract (ABC) in the total amount of **₱850,000.00**
- Award shall be made by lot (please bid for all items to avoid disqualification of bid) or
- Award shall be made by line item.
- Bids should be valid for a **minimum of one (1) month** from deadline of submission of bids as indicated above
- Procured items shall be delivered to PCC Office
- Payment terms: Send Bill arrangement
- Refusal to sign and accept an Award/Purchase Order/Job Order or enter into contract without justifiable reason, maybe ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.

In case you do not receive any communication from PCC **7 days/months** from the deadline indicated above, it will mean that the award was not made in your favor. With the end in view of obtaining the contract most advantageous to the government, PCC reserves the right to: 1) accept or reject any or all the quotations/bids; 2) award the contract on a per item/lot basis; and 3) to annul the bidding process and to reject all quotations/bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For clarifications, please contact PCC Bids and Awards Committee in the above address/telephone numbers.

Very truly yours,



ATTY. JOSEPH MELVIN B. BASAS
Chairperson, PCC Bids and Awards Committee

Item No.	QTY	UNIT	ITEM/DESCRIPTION	BRAND/MODEL	UNIT PRICE	TOTAL (Php)
				(To be filled-up by the supplier)		
1	1	lot	Subscription of Network Security Modules, Endpoint and Server Anti-Virus for the Philippine Competition Commission			
			*Please see attached Terms of Reference for detailed requirements.			
			xxxxxxxxxxxxxxxxNOTHING FOLLOWSxxxxxxxxxxxxxxxxxxxxxxxx			
This procurement shall be subject to the salient provisions of the IRR of RA 9184 - Liquidated Damages - Section 68 .						
					TOTAL:	

(Bidders, please provide complete information below)

Signature : _____
 Name/Designation : _____
 Name of Company : _____
 Address : _____
 Telephone/Fax : _____
 E-mail Address: _____
 TIN : _____

TERMS OF REFERENCE

Procurement of Subscription of Network Security Modules, Endpoint and Server Anti-Virus for the Philippine Competition Commission

I. RATIONALE:

The Philippine Competition Commission's (PCC) Information and Communication Technology Division (ICTD) is tasked with the management, maintenance, and security of its network and computing environment. Currently, ICTD maintains two (2) network security equipment configured for high availability and fault tolerance for network protection (Sophos XG 230 Firewall) and Cloud-Based Anti-Virus for Endpoint and Server (Sophos Central).

For continuous protection and security of PCC assets, data, and information, there is a need to subscribe the security modules for network security appliance and licenses for the endpoint and server anti-virus.

II. OBJECTIVE

1. Provide network and end user protection against viruses, malware and network intrusions;
2. For continuous implementation of firewall policies and rules for network access and restrictions;
3. To protect data from unauthorized access and make sure that the data is only intended to authorized users;
4. Maintain and assure the accuracy and consistency of data and make sure that it is not changed by unauthorized persons; and
5. To make sure that data, network resources and services are continually available to legitimate users.

III. SCOPE OF WORKS

The service provider shall perform the following tasks:

- Submit manufacturer's catalog and product data;
- Backup configurations, data and information before installation;
- Deploy, install and configure the network security modules and endpoint and server anti-virus;
- Verify rules and policies and other configurations are working and no changes is made;
- Provide all materials, equipment and peripherals, scope of works not mention in this Terms of Reference but needed in the completion of the project.

- The supplier must submit for approval the following project documentation:
 - i. Project Management Team (Name, Role, Qualifications/Certifications, Contact Numbers)
 - ii. Deployment Plan
 - iii. User Acceptance Test
 - iv. Testing and Technical Report

- Service Level Agreement
 - Replace defective units in full within fifteen (15) days from the date of delivery, if found defective during installation without additional cost;
 - Provide a single point of contact for technical and customer support, either phone or electronic mail;
 - Provide 8X5 call and onsite technical support with three (3) hours response time for technical problem that requires on-site services, including weekend and holidays. For problem reported after 4:00 PM, services shall be rendered in the morning of the following business day.

IV. APPROVED BUDGET FOR THE CONTRACT (ABC)

The ABC for the project is Eight Hundred Fifty Thousand Pesos Only (PhP 850,000.00), inclusive of all applicable government taxes and service charges. The contract price shall include all the costs and profits arising from the or in relation to the services rendered in connection with the engagement and until the end of the contract.

Proposals received in excess of the ABC for the Contract shall be automatically rejected at bid opening.

V. QUALIFICATION OF THE SUPPLIER

The Service Contractor should be legally registered in PhilGEPS and has secured a BIR Tax Certificate and/or Clearance, and duly registered with DTI/SEC/CDA to be eligible to submit bids. Similarly, the Service Contractor should have the following minimum qualifications:

- a. Should be an established IT company with experience in installation and configuration of Network Security Module and Cloud-Based Anti-Virus with at least 3 years of experience in relevant field; and must submit certification of authorized distributorship / Dealership / Resellership from the distributor / manufacturer of the product/s offered.
- b. Must have the capacity and ability to install, configure and integrate a back-up software / solution and submit the list of identified certified engineers and/or technicians with at least three (3) years of experience working in similar field of engagement that will be involve in the implementation of the project.

- c. Should submit copies of client’s satisfactory certificates from at least three (3) clients for the last five (5) years, with similar contracts. Similar contracts refer to installation and deployment of network security firewall and anti-virus software.

VI. TECHNICAL SPECIFICATIONS

Minimum and/or equivalent functional requirements, technical specifications, features, characteristics and numbers.

A. NETWORK SECURITY MODULE:

1. The module must be the same with the current Full Guard Subscription. Must include the following:
 - a. Base Firewall
 - b. Network Protection
 - c. Web Protection
 - d. Email Protection
 - e. Web Server Protection
 - f. Enhance Support

If Full Guard Subscription is not available, supplier must provide a higher subscription version for the two (2) network security appliance.

2. Subscriptions must be from January to December 2019.
3. Modules will be installed in the two (2) network security appliance. Details as follows:

Model	Serial Number
Sophos XG 230	C240772TCQWDR33
Sophos XG 230	C24077CJBPGHMC0

4. Must include 8X5 basic technical support via phone, email, chat, web and remote access.
5. The supplier must provide knowledge transfer with certification for four (4) ICTD personnel in relation to the configuration and implementation of the network security modules.

B. ENDPOINT AND SERVER ANTI-VIRUS

Two Hundred (200) licenses for Endpoint Anti-virus

1. Subscription must be from January to December 2019
2. Includes Agent for Windows and MacOS
3. Must be centrally cloud-managed

4. With the following features:
 - Anti-Malware
 - Live Protection
 - Web Security
 - Web Control
 - Malware Removal
 - Peripheral Control
 - Application Control
 - Behavior Analysis
 - Data Loss Prevention
 - Download Reputation
 - Malicious Traffic Detection
 - Potentially Unwanted Application Blocking

Fifteen (15) licenses for Server Anti-virus

1. Subscription must be from January to December 2019
2. Includes agent for Windows and Linux
3. Must be centrally cloud-managed
4. With the following features:
 - Anti-malware
 - Live Protection
 - Malicious traffic detection
 - AWS Integration for windows server
 - Server Application Whitelisting
 - Automatic Exclusion
 - Behavior Analysis
 - Web Security
 - Download Reputation
 - Web Control
 - Peripheral Control
 - Application Control
 - Data Loss Prevention
 - Anti-Ransomware
 - Malware Removal

VII. SCHEDULE OF REQUIREMENTS

The Supplier must complete the supply, delivery and installation of Network Security Modules and Endpoint and Server Anti-virus within thirty (30) calendar days from receipt of Notice to Proceed.

VIII. MODE OF PROCUREMENT

The mode of procurement shall be Negotiated Procurement - Small Value Procurement (NP-SVP) provided under the Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184.

IX. PAYMENT SCHEME:

The PCC shall pay the Service Contractor within fifteen (15) working days upon receipt of the original signed Statement of Account, or billing statement, supported by an Inspection and Acceptance Report (IAR), Certificate of Completion and/or Certificate of Satisfactory Service Rendered to be issued by the end-user, and upon completion of all the deliverables / documentary requirements.

X. LIQUIDATED DAMAGES:

If the supplier fails to deliver any or all of the goods and/or to perform the services within the period specified in the contract, the Procuring Entity shall, without prejudice to its other remedies under this contract and under the applicable law, deduct from the contract price as liquidated damages, the applicable rate of one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of every day of delay. The maximum deduction shall be ten percent (10%) of the amount of the contract. Once, the maximum is reached, the procuring entity reserves the right to rescind the contract, without prejudice to other courses of action and remedies open to it.

XI. DISPUTE AGREEMENT / RESOLUTION:

Should any dispute related to the Contract and/or rights of the parties arise, the same shall be submitted to mutual consultation, mediation and arbitration, in the order of application. The venue of the proceedings shall be in Quezon City.

In case of a court suit, the venue shall be the courts of competent jurisdiction in Quezon City, to the exclusion of all other courts; and

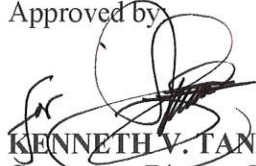
Any amendments and additional terms and conditions of the Contract must be in writing, signed and acknowledged by the Parties.

Prepared by:



ALLAN ROY D. MORDENO
Chief, ICT Division

Approved by



KENNETH V. TANATE, PhD.
Concurrent Director IV, Administrative Office

11/08/18

Conforme:
_____ Name and Signature of Authorized Representative
_____ Designation
_____ Name of Company
_____ Date