




Republic of the Philippines  
**OFFICE OF THE PRESIDENT**  
**NATIONAL COMMISSION ON MUSLIM FILIPINOS**

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Revised NCMF RFQ Form 2020

Mode of Procurement: Sec. 53.9 Small Value Procurement	<b>RFQ No. 2020-046</b>
End-User: PLANNING SERVICE	Date: September 22, 2020
Title of Program: PROCUREMENT OF INTERNET SERVICE FOR NCMF SULU AND MARAWI REGIONAL OFFICES	
<b>PR NO. 2020-09-084</b>	
Please quote your lowest price for the items/s listed below not later than <b>September 29, 2020</b> subject to the following General conditions, and submit your quotation duly signed by your representative by email ( <a href="mailto:ncmf.bac2016@gmail.com">ncmf.bac2016@gmail.com</a> ), fax no. 8952-4875, or personal delivery.	
<b>TERMS AND CONDITIONS:</b>	
<ol style="list-style-type: none"><li>1. In order to be eligible for this procurement, suppliers/service providers are required to submit together with the quotation on or before the deadline the following: <b><u>Valid PhilGEPS Registration Certificate/PhilGEPS Number (through online registration), Valid Mayor's/ Business Permit, Tax Registration Certificate, Latest Income/Business Tax and Notarized Omnibus Sworn Statement.</u></b></li><li>2. Late submission of quotation shall not be accepted.</li><li>3. Price validity shall be for a period of sixty (60) calendar days.</li><li>4. Award of contract shall be made to lowest quotation with complete requirements and complies with the specifications and other terms and conditions stated in the RFQ.</li><li>5. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).</li><li>6. The NCMF reserves the right to reject any or all quotations/bid proposals or declares the bidding a failure or not to award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.</li><li>7. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay.</li><li>8. The terms of payment shall be made through check payable to the supplier.</li><li>9. <b>All quotations shall be INCLUSIVE OF VAT.</b></li></ol>	
Approved Budget for the Contract (ABC): Three Hundred Sixty Four Thousand Pesos only  <b>P364,000.00</b>	 <b>TAHIRS. LIDASAN, JR., CESO II</b> Chairman, Bids and Awards Committee

<b>TECHNICAL SPECIFICATIONS</b>	<b>Comply/Not Comply</b>
<b>PROCUREMENT OF INTERNET SERVICES FOR NCMF SULU AND MARAWI REGIONAL OFFICE</b>	
ATTACHED IN SEPARATE SHEETS (PAGE 3 AND 4)	
<b>Quotation Price</b>	
<p>After having carefully read and accepted your General Conditions, I/We quote on the item/s at price quoted above.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Print Name/Signature/Date</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Address</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Tel. No./Cellphone /Email Address</p>	

## **TECHNICAL SPECIFICATIONS**

National Commission on Muslim Filipinos (NCMF)  
**PROCUREMENT OF INTERNET ACCESS SERVICE FOR SULU AND MARAWI REGIONAL  
OFFICE OF THE NATIONAL COMMISSION ON MUSLIM FILIPINOS**

### **I. REQUIREMENTS DEFINITION / SCOPE OF WORK**

The project covers the acquisition and implementation to enhance the Internet connection to Sulu and Marawi Regional Office of the NCMF. It involves the following:

1. Engagement of Internet Service Provider (ISP) from NCMF Sulu and Marawi;
2. Subscription of up to Seven (7) Mbps download and One (1) Mbps Upload with sixty (60) GB data volume allowance of internet bandwidth via Satellite Internet Connection for Six (6) months to the following office addresses:
  - a. Sulu Regional Office: 2/F Tankee Bldg., Salih Yusah St., Jolo, Sulu
  - b. Marawi Regional Office: OMA Bldg, Peoples Park, Brgy. Saber, Marawi City
3. Integration of the proposed internet connections to the existing NCMF's network infrastructure. The winning ISP bidder/s shall provide the necessary hardware terminations and other services required to setup the internet connection. Details of the technical requirements are indicated in Section III and IV of this document;
4. Provision of support services.

### **II. QUALIFICATION REQUIREMENTS**

1. Bidders should have the expertise and one (1) year experience in internet service provisioning.
2. Bidders must have the capacity and ability to provide maintenance services and technical support.

### **III. TECHNICAL REQUIREMENTS**

1. Bidder must submit detailed work plan specifying installation design, detailed activities timelines and network diagram in order to determine compatibility with the existing NCMF Local Area Network (LAN) configuration and building's electrical power rating.

### **IV. DUTIES AND RESPONSIBILITIES OF THE INTERNET SERVICE PROVIDER (ISP)**

#### **1. Pre-Installation**

Provide detailed work plan specifying installation design, detailed activities, network diagram (ISP to submit WORK PLAN).

## 2. Actual Installation

- A. Supply and setup Internet Connection with a speed of up to Seven (7) Mbps download and One (1) Mbps Upload with sixty (60) GB data volume allowance of internet bandwidth via Satellite Internet Connection at the NCMF Sulu and Marawi Regional Office;
- B. Provide necessary equipment from ISP to the office's network cabinet if there's any;
- C. Lead time for installation will be Forty Five (45) days upon receipt of notice to proceed

## 3. Configuration

- A. Configure the satellite, modem and any other necessary equipment to the equivalent Internet connection speed

## 4. Testing Period

- A. The selected ISP shall notify NCMF in writing in seven (7) days prior to the required installation and testing of the internet service connection.

## 5. Implementation

- A. NCMF shall maintain all equipment in proper working order.

## V. BILLING INFORMATION

- 1. The Statement of Account (SOA) should be under the name of National Commission on Muslim Filipinos (NCMF) with an address of 79 Jocfer Annex Building, Commonwealth Avenue, Diliman, Quezon City.

## VI. FINANCIAL REQUIREMENT

ITEM	AMOUNT
One Time Payment	
• Satellite antenna, modem and other equipment	94,000.00
• Installation Services (mobilization, satellite installation/calibration, terminations and testing)	70,000.00
Sub-total	164,000.00
Monthly Service Fee (2 Regions x P20,000)	40,000.00
MSF x 5 Months	200,000.00
<b>Grand Total</b>	<b>364,000.00</b>