



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

BIDS AND AWARDS COMMITTEE

**REQUEST FOR QUOTATION No. 2023-052**

**Mode of Procurement: Small Value Procurement (Sec. 53.9)**

**Purpose: PROCUREMENT OF CLOUD NETWORK INFRASTRUCTURE SERVICE FOR E-HAJJ (1 YEAR)**

**End-user – Planning Service** **Code:**

**PR No. 2023-11-0220** **Date: 30 November 2023**

Please quote your lowest price for the items/s listed below not later than **04 December 2023** subject to the following terms and conditions, and submit your quotation duly signed by your representative by email [bacsecretariat@ncmf.gov.ph](mailto:bacsecretariat@ncmf.gov.ph), or personal delivery at NCMF Central Office (Mondays-Fridays, 8 00AM – 5 00 PM at NCMF BAC Secretariat Office)

**TERMS AND CONDITIONS:**

1. In order to be eligible for this procurement, suppliers/service providers are required to accomplish this RFQ and submit on or before the deadline together with the following:
  - a. Valid PhilGEPS Registration Certificate/Number;
  - b. Valid Mayor's/ Business Permit; and
  - c. Notarized Revised Omnibus Sworn Statement (attached herein).
2. LATE SUBMISSION OF QUOTATION SHALL NOT BE ACCEPTED
3. Price validity shall be for a period of sixty (60) calendar days
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
5. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
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.
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.
8. The terms of payment shall be made through check payable to the supplier.
9. All quotations shall be INCLUSIVE OF VAT.

Item	Description	ABC	Comply/ Not Comply	QUOTATION PRICE
1	<p><b>LOCATION: Within Metro Manila</b></p> <p><b>Procurement of Cloud Network Infrastructure Service for E-Hajj (1 Year)</b></p> <p>Quantity: One (1)</p> <p><b>Technical Specifications:</b></p> <p>I Web Server:</p> <ul style="list-style-type: none"> <li>• Processor/CPUs – at least two (2) cores, 2.5Ghz;</li> <li>• Memory – at least 4GB;</li> <li>• Storage – at least 120GB SSD,</li> <li>• Data transfer – in/out 100GB per month,</li> </ul>	<b>P750,000.00</b>		

II. Database Server:

- Processor/vCPUs – at least four (4) CORES, 2.5Ghz,
- Memory – at least 16GB;
- Storage – at least 60GB SSD;
- Database – MySQL,
- Internet Protocol – at least one (1) dedicated,
- Web Application Firewall – Yes,
- Load Balancer – Yes,
- cPanel Subscription – Yes;
- Domain – Yes;
- SSL – Yes

**Scope of Work:**

- The winning bidder shall provide the necessary hardware, software, and other services required to set up the Cloud Network Infrastructure Service of the Commission. Details of the technical requirements are indicated in Section 3 of this specifications,
- Provision of diagnostic reports and updates following the day of connection failures; and
- Provision of support services

**Company Criteria:**

The Cloud Infrastructure Partner and its associated Cloud Service Provider must meet the following criteria.

I. Cloud Infrastructure Provider Partner:

- Must have at least six (6) years' experience as a cloud service reseller and must have a certificate from the Cloud Service Provider stating the date of membership
- Must provide a certification from Cloud Service Provider stating that the Partner is at least a "Select Partner or its equivalent."
- Must have completed at least 8 similar projects within the last two (2) years from the date of submission of Bidding Documents (attached Form B Template).
- Must have a certificate of completion and acceptance or sign-off document or certificate of inspection signed by the procuring entity
- Must have the following: At least two (2) Certified Solutions Architect and At least five (5) Certified Cloud Practitioner, and should be on the payroll of the bidders.



**II. Cloud Infrastructure Provider**

- Must have a local zone in the Philippines. Must have an announcement or certification from the Cloud Service Provider;
- Should be a "Leader in the Magic Quadrant for Cloud Infrastructure Platform Services."

**Outputs and Activities:**

**I. Preparation**

- a. Set up the required hardware and software based on the specifications.
- b. Configure the hardware and software requirements for the cloud network infrastructure services.
- c. Provide Private Nameserver and access accounts for testing.
- d. Complete the preparation activities at least Five (5) calendar days from the receipt of the Notice to Proceed

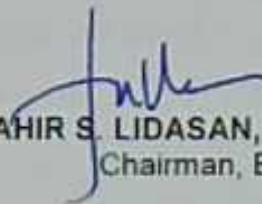
**II. Testing Period**

- a. The selected Service Provider shall conduct an inspection/testing of the service
- b. The acceptance test procedure shall be in accordance with the following:
  - The acceptance testing will be undertaken for a period of Five (5) calendar days after the preparation of activities
  - No service interruption during the agreed test period.
  - During the testing period, the Service Provider shall not be held liable for performance degradation/interruption that are beyond its control such as power outages, fluctuations or failure or malfunction of NCMF's own equipment, and international/regional internet backbone problems.
- c. NCMF shall issue a Certificate of Inspection and Acceptance to the Provider upon completion of the testing period.
- d. Start of the Service Provider's billing shall be based on the date of issuance of the "Certificate of Inspection and Acceptance".

**III. Implementation**

- a. Migration of data will take place

	<p>upon completion and acceptance of the testing period and will be undertaken at least a period of Five (5) days</p> <ul style="list-style-type: none"> <li>b. Provider shall maintain the service in proper working order.</li> <li>c. Provide an escalation list and procedure in reporting fault and outages.</li> <li>d. Service Provider must immediately advise NCMF any downtime occurrence.</li> <li>e. Service Provider must have a disaster recovery plan</li> <li>f. The selected Service Provider should be able to render the following services <ul style="list-style-type: none"> <li>• Availability <ul style="list-style-type: none"> <li>o Provide 99% link uptime for the whole duration of the contract.</li> </ul> </li> <li>• Render customer service support <ul style="list-style-type: none"> <li>o Support response time <ul style="list-style-type: none"> <li>• 1 hour for emergency tickets</li> </ul> </li> </ul> </li> </ul> </li> </ul> <p><b>IV. Maintenance</b></p> <ul style="list-style-type: none"> <li>a. Provide a single point of contact for sales and customer support,</li> <li>b. Shall respond to request for maintenance at no cost to NCMF, and</li> <li>c. Provide not less than 7 days proactive notice of scheduled downtimes, service interruption, upgrades or preventive maintenance, if any.</li> </ul> <p><b>Terms of Payment:</b></p> <p>Date of Delivery: Fifteen (15) Calendar Days from Issuance of Notice to Proceed (NTP)</p> <p>Payment shall be made only upon a certification by the Head of Procuring Entity (HoPE) or the Representative of the HoPE, to the effect that the subject goods have been delivered in accordance with the terms of this Agreement and have been inspected and accepted. No payment shall be made for the goods not yet delivered under this agreement.</p> <p>xxxxxxx <b>NOTHING FOLLOWS</b> xxxxxxxx</p>			
ABC	SEVEN HUNDRED FIFTY THOUSAND PESOS (P750,000.00)			

  
TAHIR S. LIDASAN, JR., CESO II  
Chairman, BAC

\_\_\_\_\_  
Signature over Printed Name of Representative

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
PhilGEPS Registration Number (Platinum/Red)

\_\_\_\_\_  
Tel. No./Cellphone/Email Address

RFQ No. 2023-052 – SVP - PROCUREMENT OF CLOUD NETWORK INFRASTRUCTURE SERVICE FOR  
E-HAJJ (1 YEAR)



## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S

### AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code,

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_  
Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*