



## REQUEST FOR QUOTATION

Date : \_\_\_\_\_

RFQ No.: \_\_\_\_\_

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

Address : \_\_\_\_\_

Name of Store/Shop : \_\_\_\_\_

Address : \_\_\_\_\_

TIN : \_\_\_\_\_

PhilGEPS Registration Number(required prior to award): \_\_\_\_\_

The **Small Business Corporation (SBCorp)**, through its Bids and Awards Committee (BAC), intends to procure **Leased Line for Co-Location Site 200Mbps** in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act of 9184.

Please quote your **best offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the last page of this RFQ. Submit your quotation duly signed by you or your authorized representative not later than **July 14, 2023 at 10:00am**. A copy of your **Latest Business/Mayor's Permit, Omnibus Sworn Statement (notarized), Philgeps Registration and BIR 2303** is also required to be submitted along with your quotation/proposal.

For any clarification, you may contact us at telephone no. (02) 5328-1100 to 10 local 1734/1742 or email address at [jbperez@sbcorp.gov.ph](mailto:jbperez@sbcorp.gov.ph)

  
**Rowena G. Betia**  
BAC Chairperson *jk*

### INSTRUCTIONS:

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way
3. All technical specifications are mandatory. Failure to comply with any of the mandatory requirements. Will disqualify your quotation.
4. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Item #	Item & Description	Qty.	Unit Price

<b>Procurement of (Name of Item/s to be procured)</b>	
<b>TECHNICAL SPECIFICATIONS (detailed)</b>	<b>REMARKS</b>
<b>TECHNICAL SPECIFICATIONS</b>	
<i>Tier Type</i>	
<i>Internet Service Provider (ISP)</i>	<i>Tier 1, Philippines</i>
<i>Connection Type</i>	<i>Fiber Optic Cable</i>
<i>Service Type</i>	<i>Dedicated or Leased Line or Equivalent</i>
<i>Bandwidth</i>	<i>200Mbps minimum</i>
<i>Termination Location</i>	<i>Bldg 60, Sampson Road, Subic Bay Freeport Zone, Olongapo, Zambales</i>
<i>Customer Premise Equipment</i>	<i>Must be included and provided by the ISP</i>
<i>Public IP Address Block</i>	<i>At least /27 (30 Public IP Addresses)</i>
<i>Service Availability</i>	<i>99.5% Minimum</i>
<i>Bit Error Rate (BER)</i>	<i>10<sup>-9</sup> Maximum. ISP must conduct BER Test upon line activation.</i>
<i>Contract</i>	<i>Six (6) months minimum. Subject to renewal thereafter.</i>
<i>Billing</i>	<i>Monthly</i>
<i>Rebates</i>	<i>Allowed. Applicable rebates to apply on next billing cycle.</i>
<i>Technical Support</i>	<i>24x7x365 via telephone hotline and/or email and/or Account Manager.</i>

Other Requirements	<i>Internet Service Provider (ISP)-Bidder must submit a Service Level Agreement (SLA), which includes, but not limited to, committed Service Availability, Rebates computation and application procedure, and Escalation Procedure with names, phone numbers and email addresses.</i>
	<i>ISP-Bidder must provide a dedicated Account Manager for SB Corporation.</i>
	<i>ISP-Bidder must provide SB Corporation with a public link or URL for MRTG/PRTG/Cacti bandwidth utilization monitoring with Hourly, Daily, Weekly, Monthly and Yearly graphs.</i>
	<i>ISP-Bidder must be a Tier 1 Player in the Philippines.</i>
	<i>ISP-Bidder must have a 24x7x365 telephone hotline service for technical and customer support. Further, ISP-Bidder must have a 24x7x365 email service for technical and customer support.</i>

<b>DELIVERY REQUIREMENT</b>	
<b>a) Makati City</b>	
<b>b) 1 lot</b>	
<b>c) The survey report shall be submitted not later than fifteen (15) working days from receipt of Notice to Proceed</b>	
<b>Terms of Payment: Check payment, 15 days after delivery</b>	

**FINANCIAL OFFER:**

Please quote your **best offer** for the item below. Please do not leave any blank items. Indicate **“0”** if item being offered is for free.

<b>PROCUREMENT OF (name of item/s to be procured)</b>			
Approved Budget for the Contract (ABC)	Offered Price per Piece (A) Unit Cost	Quantity in Piece (B)	Total Offered Quotation (A x B)
<b>P 900,000.00 Tax inclusive</b>			In words _____ _____ In figures: _____

TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all the items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The SBCorp shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the SBCorp shall adopt and employ “draw lots” as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
11. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e, order slip and/or billing statement, by the contractor. Our Government Servicing Bank, i.e, the Land Bank of the Philippines, shall credit the amount due to the contractor’s identified bank account not earlier than twenty four (24) hours, but not later than forty-eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor’s account.
12. 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. The SBCorp shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Office Telephone No. \_\_\_\_\_

Signature over Printed Name

Mobile No. \_\_\_\_\_

Position/Designation

Email address: \_\_\_\_\_





## TERMS OF REFERENCE

### Upgrade of Dedicated Fiber Corporate Internet Connection Service Disaster Recovery Site

#### I. OBJECTIVE

The project aims to upgrade the existing dedicated fiber corporate internet connection service at the Disaster Recovery (DR) Site in Subic, Zambales, from 50Mbps to 200Mbps.

#### II. SCOPE OF WORK

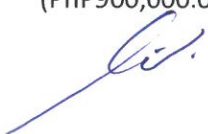
The project calls for the supply, delivery, configuration, installation and commissioning of any and all necessary equipment and accessories for the upgrade of the dedicated fiber corporate internet connection, as indicated under III. TECHNICAL SPECIFICATIONS, with termination at SB Corporation's DR site located in Subic, Zambales.

#### III. TECHNICAL SPECIFICATIONS

<i>Tier Type</i>	<i>Tier 1, Philippines</i>
<i>Internet Service Provider (ISP)</i>	<i>Tier 1, Philippines</i>
<i>Connection Type</i>	<i>Fiber Optic Cable</i>
<i>Service Type</i>	<i>Dedicated or Leased Line or Equivalent</i>
<i>Bandwidth</i>	<i>200Mbps minimum</i>
<i>Termination Location</i>	<i>Bldg 60, Sampson Road, Subic Bay Freeport Zone, Olongapo, Zambales</i>
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<i>Contract</i>	<i>Six (6) months minimum. Subject to renewal thereafter.</i>
<i>Billing</i>	<i>Monthly</i>
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<i>Technical Support</i>	<i>24x7x365 via telephone hotline and/or email and/or Account Manager.</i>
<i>Other Requirements</i>	<i>Internet Service Provider (ISP)-Bidder must submit a Service Level Agreement (SLA), which includes, but not limited to, committed Service Availability, Rebates computation and application procedure, and Escalation Procedure with names, phone numbers and email addresses.</i>
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#### IV. MONTHLY RECURRING FEE AND PROJECT COST

The maximum monthly recurring fee is One Hundred Fifty Thousand Pesos (PhP150,000.00), inclusive of all applicable taxes. Approved Budget for the Contract is Nine Hundred Thousand Pesos (PhP900,000.00), inclusive of all applicable taxes.



## V. IMPLEMENTATION

The upgraded dedicated corporate fiber internet connection must be up and running and turned over to SB Corporation's Information Technology Group (ITG) within thirty (30) calendar days upon release of the Notice to Proceed (NTP).

## VI. LIQUIDATED DAMAGES

Section 8.8.1 of the 2016 Revised Implementing Rules and Regulations – Annex E, when the Contractor refuses or fails to satisfactorily complete the work within the specified contract time, plus any time extension duly granted and is hereby in default under the contract, the contractor shall pay SB Corporation for liquidated damages, and not by way of penalty, an amount, as provided in the conditions of contract, equal to at least one tenth (1/10) of one (1) percent of the cost of the performed portion of the works for every day of delay.

Further, Section 8.8.4 of the same guidelines provides that in case that the delay in the completion of the work exceeds a time duration equivalent to ten percent (10%) of the specified contract time plus any time extension duly granted to the contractor, the SB Corp may rescind the contract, forfeit the contractor's performance security and take over the prosecution of the project or award the same to a qualified contractor through negotiated contract.

