



Republic of the Philippines
Department of Justice
BUREAU OF CORRECTIONS
City of Muntinlupa

REQUEST FOR QUOTATION # 2013-50

**SUPPLY, DELIVERY, INSTALLATION & COMMISSIONING OF INTERNET CONNECTIVITY FOR BUREAU OF
CORRECTIONS (1 YEAR CONTRACT) (Lot 2) (Negotiated Procurement)
ABC 3,000,000.00**

Date: _____

Name of Company: _____

Address: _____

Business Permit No.: _____

TIN No.: _____

Please quote your best offer for the item/s described below, subject to the Terms and Conditions as stated hereunder.

- a.) Bidders shall provide correct and accurate information required in this form.
- b.) Price quotation/s must be valid for a period of *Thirty (30) calendar days* from the date of submission.
- c.) Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- d.) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- e.) 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.
- f.) Any alterations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- g.) The item/s shall be delivered within **ninety (90) calendar days** from receipt of approved purchase order/Notice to Proceed.
- h.) The BuCor shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- i.) Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The BuCor 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.
- j.) Bidders shall submit the required **TECHNICAL, LEGAL AND FINANCIAL** documents as maybe required by the BAC once declared the **LOWEST CALCULATED QUOTATION (LCQ)**.

The required documents to be submitted with their bid price in a sealed envelope are as follows:

- a.) Certified True Copy of Valid & Current Business License;
 - a.1.) DTI/SEC Registration
 - a.2.) Valid & Current Mayors Permit
- b.) Certified True Copy of Valid & Current Tax Clearance;
- c.) Certified True Copy of Valid & Current Philgeps Registration;
- d.) Duly conformed Technical Bid Form Annex "E", "E-1", "E-2" and "E-3"

NOTE:

BIDDERS STATEMENT OF COMPLIANCE TO TERMS & CONDITIONS/REQUIREMENTS: _____
Signature over Printed Name

**Pre-Submission Conference shall be on September 19, 2014 at 11:00 am at BAC Office and
Submission and Opening of Sealed RFQ shall be on September 26, 2014 at 9:00 am same venue.
Late submission of RFQ shall not be accepted**

LARRY A. HARI
OIC, Logistics Division



Republic of the Philippines
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BUREAU OF CORRECTIONS
 City of Muntinlupa

SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY (Lot 2)

Bid Reference # 2013-050

(PLEASE USE THIS BID FORM AND DO NOT RETYPE OR ALTER)

FINANCIAL BID FORM

Description	Quantity	ABC	TOTAL BID PRICE (inclusive of VAT)
SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY (Lot 2)	1 lot	P3,000,000.00	

TOTAL BID PRICE (Amount in Words) _____

BIDDERS UNDERTAKING

I/We, the undersigned bidder having examined the Bidding documents including Bid Bulletins, as applicable, hereby BID to SUPPLY AND DELIVER the above described item/s

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

 Name of company in Print

 Signature of Authorized Representative

 Date



Republic of the Philippines
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SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY (Lot 2)

Bid Reference # 2013-050

(PLEASE USE THIS BID FORM AND DO NOT RETYPE OR ALTER)

TECHNICAL BID FORM

Line No.	Specifications	Bidders Statement of Compliance
1.	Duly conformed to the SERVICE PROVIDER REQUIREMENT per ANNEX "E-1"	
2.	Duly conformed to the SCOPE OF WORK per ANNEX "E-2"	
3.	Duly conformed to the PROJECT IMPLEMENTATION per ANNEX E-"3"	
Requirements if awarded the Contract		
4.	Bidder has no overdue deliveries or unperformed services intended for the BuCor.	
5.	Bidder did not participate as a consultant in the preparation of the design or technical specifications of the Project subject of the Bid.	
6.	Delivery shall be within ninety (90)calendar days upon receipt of Notice to Proceed (NTP)	

BIDDERS UNDERTAKING

I/We, the undersigned bidder having examined the Bidding documents including Bid Bulletins, as applicable, hereby BID to SUPPLY AND DELIVER the above described item/s

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

 Name of company in Print

 Signature of Authorized Representative

 Date



ANNEX "E-1"

**INFORMATION SYSTEM STRATEGIC PLAN (Lot 2)
(SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY)**

SERVICE PROVIDER REQUIREMENTS

- 1.) The service provider shall be National Telecommunication Commission (NTC) registered/accredited company may qualify to join the bidding of the internet connectivity via radio (wireless) connection.
- 2.) The service provider shall undertake to provide service availability of 99.9%, 24 hours a day, 7 days a week for the duration of the contract.
- 3.) The service provider shall secure necessary permits (building permits, local government permits, etc.) for installation of the internet connectivity via radio.
- 4.) The service provider shall provide on-site servicing and/or repair of defective parts and/or equipments. Repair or replacement of spare parts due to inherent defects and/or caused by normal wear and tear of the equipment.
- 5.) The service provider shall carry out maintenance which involves the following:
 - ✓ Realign the dish if the signal is low
 - ✓ Test modems and BUC redundancy units
- 6.) The service provider shall install last mile cabling outside and within BuCor premises necessary in establishing connectivity between INTERNET SERVICE PROVIDER's network and the BuCor IT Center Office network/Data Center at no extra cost to the BuCor.

CONFORME:

Name of firm

Signature over printed name of authorized representative

Date



**INFORMATION SYSTEM STRATEGIC PLAN (Lot 2)
(SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY)**

SERVICE PROVIDER REQUIREMENTS

7.) The service provider shall provide BuCor with information and technical assistance necessary to configure the BuCor computer and servers with the following capabilities:

- ✓ Electronic Mail (e-mail)
- ✓ World Wide Web (WWW)
- ✓ File Transfer Protocol (FTP)
- ✓ Voice-Over Internet Protocol (VOIP):

8.) The service provider shall provide propagation and Resolution of domain name, Web and Mail IP addresses. Provide 32 IP addresses at no additional cost to BuCor;

9.) The service provider shall provide telephone-based qualified technical support available on a 24 x 7 basis to assist BuCor in troubleshooting issues affecting the Internet connection on the provided Internet Service;

10.) The service provider shall send a qualified technical representative within 24 hours to resolve any problem at no additional cost to BuCor, if the problems cannot be resolved through telephone support or assistance;

11.) The service provider shall provide 24 x 7 monitoring facility available online that would show historical and real-time performance of the Internet service i.e. Multi Router Traffic Grapier (MRTG);

CONFORME:

Name of firm

Signature of authorize representative

Date



**INFORMATION SYSTEM STRATEGIC PLAN (Lot 2)
(SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY)**

SERVICE PROVIDER REQUIREMENTS

12.)The service provider shall inform the BuCor at least Thirty (30) days ahead prior to any monthly scheduled maintenance or Twenty Four (24) hours ahead prior to unscheduled emergency maintenance on the side of the Provider;

13.)The service provider shall provide and guarantee redundant routes to the Internet i.e. multi peering routes or any alternative routes that will provide access to the Internet in case of problems with INTERNET SERVICE PROVIDER's primary connections to ensure 99.5% uptime service availability as per item 1.1 of this agreement in order to minimize or eliminate downtime;

14.)The service provider shall provide BuCor an account manager/relationship manager who will serve as single point of contact during the supply, installation and commissioning of the project;

15.)The service provider shall complete the supply, delivery, installation and commissioning of all items within sixty (60) calendar days from receipt of Notice to Proceed;

CONFORME:

Name of firm

Signature of authorize representative

Date



ANNEX "E-1"

**INFORMATION SYSTEM STRATEGIC PLAN (Lot 2)
(SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY)**

SERVICE PROVIDER REQUIREMENTS

16.) The service provider shall confirm in writing any reported service interruption due to INTERNET SERVICE PROVIDER's equipment or facilities or causes within its control, and adjust or repay part of the charges in accordance with a rebate structure;

- a.) Any refund shall be paid in the form of a rebate against the BuCor's subsequent monthly charges. All claims for refund should be received while service provided to the Bucor is still active. INTERNET SERVICE PROVIDER reserves the right to determine the duration of any outage, and such determination shall be done in coordination with BuCor. Any refunds given by INTERNET SERVICE PROVIDER to the BuCor shall be final and exclusive, and shall form the BuCor's sole and only remedy against INTERNET SERVICE PROVIDER on such refunds. BuCor shall be entitled to a refund, up to the minimum amount of the monthly subscription of the BuCor, which shall be credited to BuCor's Statement of Account:

DURATION OF DOWNTIME	AMOUNT OF REBATE
For every 15 minutes of downtime	$((\text{Total Contract Price}/365)/24)/60 \times 15$ minutes
For every hour of downtime	$((\text{Total Contract Price}/365)/24) \times$ Duration of downtime in hours
For every day of downtime	$(\text{Total Contract Price}/365) \times$ Duration of downtime in days

CONFORME:

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ANNEX "E-1"

INFORMATION SYSTEM STRATEGIC PLAN (Lot 2) (SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY)

SERVICE PROVIDER REQUIREMENTS

17.) The service provider shall be able to deliver internet connectivity via wired and radio connection and according to the needs of BuCor.

18.) The service provider shall be able to deliver a 5mbps (upload/uplink) and 5mbps (download/downlink) respectively or a total of 10MBps bandwidth connectivity.

19.) The service provider shall provide BuCor with twenty-four (24) hours, seven (7) days a week internet services with zero downtime

20.) The service provider should have the ability to perform systems status, health and performance monitoring and alert technical personnel on duty in case of problems.

CONFORME:

Name of firm

Signature of authorize representative

Date



ANNEX "E-1"

INFORMATION SYSTEM STRATEGIC PLAN (Lot 2) (SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY)

SERVICE PROVIDER REQUIREMENTS

21.) The service provider shall commit and Internet Bandwidth Committed Information Rate (CIR) of at least fifty percent (50%) of the bandwidth requirement for each of the mentioned sites per **ANNEX "E-3"(PROJECT IMPLEMENTATION)**

22.) The service provider shall take into consideration the following parameter:

23.) Parameter	Description
Services	Web browsing, email, FTP, etc.
Topology	95% Star 5% Mesh
Uplink power control and rain face countermeasures	Required in forward and return link
Link availability (rain face)	99.4%
Link availability (equipment)	99.7%
Sharing	Connectivity can be share within the local area network of the office
TCP Acceleration	The network should support TCP acceleration on both in and out routes
Quality of Service	The network should support Group QoS
Central Office and NBP (Dedicated Internet) with 16 static IP address	
Upstream	10 MBPS
Downstream	10 MBPS
CIW, IPPF, SPPF, SRPPF, DPPF, LRP with 5 static IP address	
Upload	2-5 MBPS
Download	2-5 MBPS

CONFORME:

Name of firm

Signature of authorize representative

Date



ANNEX "E-1"

**INFORMATION SYSTEM STRATEGIC PLAN (Lot 2)
(SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY)**

SERVICE PROVIDER REQUIREMENTS

23) The service provider shall provide the following deliverables:

NR	PARTICULARS	QTY	UNIT
1	Satellite Internet Disc: 1.2 Standard Ku-band (14.0 – 14.5Ghz) antenna, 3w standard Ku-band (14.0 – 14.5Ghz) Block Up-converter (BUC), Ku-band (10.95 – 11.7Ghz) Low-Noise Block Down-converter (LNB) or Microwave Antenna: Min. of 0.6 m low profile ultra-high performance microwave antenna, Support frequency band from 6 Ghz to 36 Ghz, IDU should support E1, Fe and GE interfaces, Microwave antenna pole	5	units
2	Router (4 port)	7	units
3	Switch (16 port)	8	units

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ANNEX "E-2"

INFORMATION SYSTEM STRATEGIC PLAN (Lot 2) (SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY)

SCOPE OF WORK

The service provider must be compliant with the following parameters:

1. Bandwidth and Connectivity Support
 - a. Required sites as listed in the Project Implementation
 - b. Immediate problem isolation and resolution
 - c. Provide corrective service information and configuration
 - d. Remote system monitoring and reporting (MRTG of each of the sites mentioned)
2. Internet Bandwidth Committed Information Rate (CIR)
 - a. At least fifty percent (50%) of the bandwidth requirement for each of the mentioned sites
3. Network Operations Center Support
 - a. Support of BuCor computerization program and NJIS's nationwide internet connectivity
 - b. Must have a Static IP address for virtual private network (VPN) connectivity
4. Service Restoration and Quality of Service (QoS) Levels
 - a. 8am x 5pm NBD (Next Business Day) response time
 - b. Down / Disconnected sites must be up and running within reasonable time upon received of the report.

CONFORME: _____ Name of firm _____ Signature of authorize representative _____ Date



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ANNEX "E-2"

INFORMATION SYSTEM STRATEGIC PLAN (Lot 2) (SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY)

SCOPE OF WORK

5. 24 x 7 Help Desk Support Services
 - a. Must provide BuCor with a single contact person for technical support
 - b. Receive and respond to problem reports and user requests
 - c. Provide first level technical support with regards to internet connectivity
 - d. Received reports from end users must be logged and provide the BuCor Central Office a monthly reports of reported issues and action taken to resolve the issue with regards to internet connectivity
6. Billing and Collection
 - a. Centralized at the BuCor Main Office
7. Provide the bandwidths indicated in the table attached, for each field office with the possibility of upgrade if required; this upgrade should be done within two (2) weeks from the date of request.

CONFORME: _____ Name of firm _____ Signature of authorize representative _____ Date



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ANNEX "E-3"

INFORMATION SYSTEM STRATEGIC PLAN (Lot 2) (SUPPLY, DELIVERY, & INSTALLATION OF INTERNET CONNECTIVITY)

PROJECT IMPLEMENTATION

The internet connectivity via wired shall be implemented in the following sites:

Bureau of Corrections Central Office and New Bilibid Prison	Brgy. Poblacion, New Bilibid Prison Reservation, Muntinlupa City
Correctional Institution For Women	Brgy. Addition Hills Nueve de Pebrero St., Mandaluyong City

The internet connectivity via radio shall be implemented in the following sites:

Iwahig Prison and Penal Farm	Brgy. Iwahig, Puerto Princesa City Palawan
Leyte Regional Prison	Brgy. Mahagna, Abuyog, Leyte
Davao Prison and Penal Farm	Sitio Dapecol, Barangay Tanglaw, BE Dujali, Davao Del Norte
Sabluyan Prison and Penal Farm	Sitio Palbong, Barangay Ligaya, Sabluyan, Occidental Mindoro
San Ramon Prison and Penal Farm	<i>Sitio San Ramon, Brgy. Talisayan. Zamboanga City</i>

CONFORME:

Name of firm

Signature of authorize representative

Date