Republic of the Philippines

PHILIPPINE ECONOMIC ZONE AUTHORITY

RFQ No.	BAC-2024-09
Date	20 September 2024

REQUEST FOR QUOTATION
Small Value Procurement (53.9)

The Philippine Economic Zone Authority (PEZA) intends to undertake Negotiated Procurement: Small Value Procurement in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulations of the Republic Act no. 9184.

Name of Procurement Project	**Procurement of Additional Licenses for Unified Endpoint Management Solution**
Description/Specifications	Please refer to the attached Annex B
Approved Budget for the Contract (ABC)	Php 640,000.00
Deadline of Submission of Bid:	**September 27,2024 5:00PM**

Interested bidders may submit their duly accomplished and filled-up Annex "A" & "B" on or before the deadline of submission of bids to **Bids and Awards Committee (BAC), 8th Floor Double Dragon Center, West Building, Macapagal Blvd., Pasay City**.

Bidders must submit sealed quotation/s manually in the address given together with the following documentary requirements:

✓	Mayor's/Business Permit **or** PhilGEPS Platinum Membership Certificate
✓	Omnibus Sworn Statement (Notarized) for ABCs above 50K Note: ○ For sole proprietorship, please attach notarized Special Power of Attorney (SPA) for authorized representative; ○ For partnership, corporation, cooperative, or joint venture, please attach notarized Secretary's Certificate, Board/Partnership Resolution, or SPA, whichever is applicable.
✓	PhilGEPS Registration Number (*not required if PhilGEPS Platinum Membership Certificate is submitted)*
✓	Annual Income Tax Return Note: ○ **Latest Income Tax Return filed via eFPS** (For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR) **or** ○ **Latest Business Tax Return filed via eFPS** (Refers to the Value Added Tax (VAT) or Percentage tax returns covering the previous six (6) months. For those with less than six (6) months operations, this refers to the monthly business tax returns filed to date)

Award of contract shall be given to the lowest calculated and responsive bidder which complies with the Price Quotation (Annex A), Technical Specifications/Terms of Reference (Annex B) and Terms and Conditions (Annex C).

For any clarification, you may contact **Secretariat – Bids and Awards Committee, at 8551-3451 loc. 338 or send us an email at bacsec@peza.gov.ph**

ANIDELLE JOY M. ALGUSO
BAC Chairperson

RFQ No.	BAC-2024-09

Annex "A"

PRICE QUOTATION FORM

(Financial Bid)

MS. ANIDELLE JOY M. ALGUSO
BAC Chairperson
8th Floor Double Dragon Center, West Building, Macapagal Blvd.Pasay City

Thru: BAC Secretariat

Dear Madam:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed Instructions to Bidders, hereunder is our quotation/s (inclusive of VAT) for the following items:

No.	Description	Total Bid Price
1 Lot	**Procurement of Additional Licenses Unified Endpoint Management Solution** Please refer to Annex B for the complete specifications/ reference *(Bid Price must be inclusive of VAT and other charges)*	**PhP**
	Total	

BUSINESS NAME : _____
ADDRESS : _____

PHILGEPS REG. NO. : _____
BIR TIN No. : _____
AUTHORIZED SIGNATORY: _____
Signature Over Printed Name
DATE : _____
CONTACT NO. : _____
EMAIL ADDRESS: : _____

INSTRUCTIONS:

(1) Accomplish this RFQ correctly and accurately.
(2) Do not alter the contents of this form in any way.
(3) Failure to comply with any of the mandatory requirements will disqualify your quotation.
(4) Failure to follow these instructions will disqualify your entire quotation.
(5) Bids exceeding the ABC shall be automatically disqualified

Annex "B"

Procurement of Additional Licenses for Unified Endpoint Management Solution

QTY	Specifications		Statement of Compliance State whether comply or not Comply
1 Lot	**Compliance**	The solution must be compliant with the following standards as follows: CIS, PCI, GDPR, VPAT, HIPAA, RBI, NIST	
	Quality Assurance	The principal must have a website where information and descriptions on product specifications can be viewed by the end-user. Principal's website should have downloadable manuals and the latest drivers. Principal must have a Technical Support or Customer Support Website. Brand must have a list of service centers or accredited service centers nationwide.	
	General Features	The solution must support unified endpoint management and security software that helps manage servers, laptops, desktops, smartphones, and tablets from a central location. Automate regular desktop management routines like installing patches, distributing software, managing IT Assets, software licenses, USB device usage, monitoring software usage statistics, and taking control of remote desktops, and mobile devices.	
		Solution must supports Mobile Device Management features such as advanced device restrictions, distributing of licenses in KNOX devices, and app lock.	
		The solution must support patching for applications including Windows, Mac, Linux, and third-party applications.	
		Must have a built-in endpoint security features for automatically uninstalling prohibited software, blocking executables, securing USB devices, and managing firewalls.	
		The solution can integrate with different help desk solutions through which you can use all your endpoint management features right from a single help desk console.	
	Functions	Must be available as an onpremise or SaaS version	
		Solution should have Web-Based Access to UI	

	Functions	Solution must have its Inbuilt Database for onpremise	
		Solution must have built-in Database backup and recovery	
		Must have Role Based Restrictions	
		Must be able to Manage Systems in LAN and WAN	
		Solution must featue an Automatic Agent Upgrade	
		The solution offered is agent-based and it should have a retry feature for agent installation.	
		Solution must support managing desktops, laptops, servers, smartphones, tablets, mobile devices of different OS such as Windows, Mac and Linux, Android, IOS, ipadOS, Chromebook OS on a central location.	
		The Solution must support rebranding	
		Solution has the capability to deploy configurations for Microsoft office and Internet settings such as setting the default working folder location for Excel, Word, Powerpoint. For IE, set Trusted sites, Block pop up.	
		Solution must have VMware Support	
		Supports email alerts if there are any hardware removed or added to the machine. i.e. Hard disk, Physical memory, network adapters, any software installed or uninstalled to the machine.	
		Solution must have a Two Factor Authentication	
		Supports storing credentials used on the solution i.e. admin credentials, domain credentials.	
		Soltuion must have Remote Agent Installation function	
		The solution should have the ability to set deployment settings of the patches such as setting allows users to skip the deployment, setting reboot policies, setting the schedule of the deployment.	
		Desktop Management Functions	
		Software Distribution	
		Patch Management	
		Asset Management	
		Remote Control Management	
		OS Deployment (Windows OS)	
		Mobile Device Management	
		Device Control Features	
	Compatibility	Must be same brand as the existing Unified Endpoint Management solution of the Agency	

	Bidder's Qualification	Bidder must be a premier/gold or equivalent partner and authorized to sell and provide after sales support of the proposed solution with highly trained and certified technical engineers who are able to manage the most complex customer deployments.	
		The bidder / vendor must have Certified and experienced engineers specialized on the product to be supplied. Said engineers shall provide technical support during the contract implementation	
		Bidder must have a local office to provide all required software, licenses, and support.	
		Service Providers must have support services available 24x7 via phone or email with a response time minimum of 4 hours from receipt of email. Procedures on support and problem escalation should be submitted.	
	Bidder's Qualification	The Service Provider must have a Service Desk Support System in place to accommodate PEZA technical requests. The service desk system will provide a ticket for each technical request or issue and will provide continuous status and report until the resolution with the following Service Level Agreements: The bidder must submit the procedure on support and escalation. a. 8X5 available technical support b. 24X5 principal global support c. Thirty (30) minutes response time upon receipt of the call and four (4) hours to (6) hours onsite support d. Annual Preventive maintenance for 3 years	
	License	50 Licenses for 2 years validity	
		License activation will start on December 20, 2024	
	Deployment	Installation, configuration, testing, and troubleshooting.	
	Project Completion	Delivery Period - 30 days	
		Implementation - 30 days	
		Total Completion - 60 Days	

AUTHORIZED SIGNATORY: _____

Signature Over Printed Name

DATE : _____

ANNEX "C" Terms and Conditions		
I.	**SUBMISSION OF DULY ACCOMPLISHED PRICE QUOTATION FORM** *(Annex A)* **AND TECHNICAL SPECIFICATION FORM** *(Annex B)*	• Bidder shall type or write in "Ink" the following on the Price Quotation Form: - Name of Store - Address - PhilGEPS Registration No. / Organization No. - TIN - Authorized Signatory - Date - Contact Nos. - Email Address • Copy of Proposal, if applicable
II.	**TYPE OF SUBMISSION**	Submit the filled-up Forms (Annexes A and B) manually or at the following address; **Manually** : BAC Secretariat, 8th floor Double Dragon Center, West Building, DD Meridian Park , Macapagal Avenue, Pasay City
III.	**DELIVERY PERIOD**	Delivery Period: within 30 days upon receipt of NTP/ Contract/ PO/ WO (Please refer to Annex B for the details)
IV.	**TERMS OF PAYMENT**	Terms of Payment: Through Cheque / 15 working days upon receipt of Original Sales Invoice / Billing Statement
V.	**DELIVERY LOCATION**	Winning Bidder must deliver the items/services to the following address: 10th floor, PEZA Auditorium, DoubleDragon Center, West Building, DD Meridian Park, Macapagal Avenue, Pasay City