Republic of the Philippines
PHILIPPINE ECONOMIC ZONE AUTHORITY
BAGUIO CITY ECONOMIC ZONE
Bids and Awards Committee
Loakan Road, Baguio City 2600

REQUEST FOR QUOTATIONS

The Philippine Economic Zone Authority – Baguio City Economic Zone (PEZA-BCEZ) through its Bids and Awards Committee (BAC), invites all interested suppliers/bidders to offer their lowest government price for the following project:

Mode of Procurement	: **Small Value Procurement (Sec 53.9)**
Reference No.	: **BCEZProc2025-128**
Name of Project	: **Renewal of Network Access Control System License and Support Maintenance Agreement**
Total Approved Budget for the Contract (ABC)	: **₱800,000.00**
Location/Place of Delivery	: **PEZA- BCEZ, Loakan Road, Baguio City**
Specifications:	: **See attached Annex "A"**
Deadline of submission	: **November 3, 2025 / 1 PM**
Delivery Period	: **upon receipt of PO and valid until August 31, 2028**

Interested bidders/suppliers are required to submit their duly accomplished Price Quotation Forms (Annex "A") on or before the deadline of submission of bids at the ***BAC Secretariat, 1/F PEZA-BCEZ Administration Bldg., Loakan Road, Baguio City***. Bidders/suppliers have the option to submit open or sealed quotations.

For open quotations, submissions shall be submitted via email to bcezbacsec@peza.gov.ph. Please note that electronic submissions to any other email address other than the one specified will ***not*** be accepted.

In accordance with applicable procurement laws, the BCEZ-BAC requires that the following documentary requirements be submitted together with the bid:

1. **Current and Valid Mayor's Permit**
2. **PhilGEPS number**
3. **Omnibus Sworn Statement** (downloadable from https://www.gppb.gov.ph/ngpa-standard-forms/)
4. **Latest Income Tax Return** (ITR) - 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.
5. **Latest Business Tax Return** – 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 of operations, this refers to the monthly business tax returns filed to date.

Awarding of the contract will be done **as one lot.** Further, award of contract shall be made to the ***bidder who made the lowest calculated quotation which complies with the minimum technical specifications*** *(Annex A)* ***and General Terms and Conditions*** *(Annex B).* For awarded Infrastructure projects, the winning bidder/s are required to submit a Safety & Health Program approved by DOLE prior to the issuance of the Notice of Award.

For further inquiries, you may contact the PEZA-BCEZ BAC Secretariat at telephone numbers (074) 447-4155/3333 or via email at bcezbacsec@peza.gov.ph.

The PEZA-BCEZ BAC reserves the right to reject any or all bids, waive any informality in the bids received; to accept or reject any item/s of any bid and to make an award to the bidder whose proposal is most advantageous to the Government.

The PEZA assumes no responsibility whatsoever to compensate or indemnify bidders for expenses incurred in the preparation of their price quotations/proposals.

ATTY. BERNADETTE M. QUITORIANO
BAC Chairperson, PEZA-BCEZ

Annex A

PRICE QUOTATION FORM
Reference No: **BCEZProc2025-128**

THE CHAIRPERSON
Bids and Awards Committee
Philippine Economic Zone Authority
Baguio City Economic Zone
Loakan Road, Baguio City

Thru : BAC Secretariat
PEZA-BCEZ

Dear Sir/Madam:

After having carefully read and accepted the Terms and Conditions of this Request for Quotation (RFQ) and followed the Instructions to Bidders specified in Annex B, we wish to submit our quotation/s for the following items:
****** Please note that it is ***required*** to specify the Brand, or Model, or Technical Specifications of the product/item***. For items without brands (e.g. sand, gravel, nails, walis tambo, etc…), please write the word "COMPLY".***

Item No.	Total ABC (in Php)	Unit	Qty	PEZA-BCEZ Specifications	Bidder's offer (Tech. spec/ model no., if applicable)	Unit Price (Php)	Total Price (Php)
	800,000.00	**lot**	**1**	**Renewal of Network Access Control System License and Support Maintenance Agreement** Attached Term of Reference for renewal of CISCO Identity Services Engine (ESL) License and Support Maintenance Agreement ***Attached Term of Reference for Renewal of CISCO Identiy			
				Note: 1. Inclusive of all applicable fees and other charges			

_____ _____
Printed Name and Signature of Authorized Representative Date

Bidder/Supplier's Information:

Company Name	
Address:	
Tel/Fax No.	
Email Address:	

_____
Name and Signature of Canvass

Terms of Reference for Renewal of CISCO Identity Services Engine (ISE) License and Support Maintenance Agreement

Summary

DESCRIPTION OF SUPPORT SERVICES		ENTITLEMENT
Coverage Period		December 16, 2025 to August 31, 2028 (LDOS)
Service Requests		Service Desk available 7 x 24
Phone Support Response Time		Within 30 minutes upon receipt of call
Engineering Services	Service Availability	24 x 7 Mondays Thru Sundays Including Holidays
	Response Time	Within 2-4 hours
Hardware Parts Replacement	Return Material Authorization (RMA) Charges	Included
	Availability	Next Business Day Cut-off time is 2:00 pm. Beyond that, parts replacement shall be two (2) Business days.
Maintenance Services	Corrective	Included
	Preventive Maintenance	Semi-Annual
Manufacturer's Support Services	Hardware	Hardware Replacement- Partner Support
	Software	Fix Releases and updates

1. General Obligations of the Service Provider Relating to the Services

- Corrective Maintenance shall include the following services:

  a) The Service Provider shall immediately attend to service calls of the Company by providing telephone support to diagnose and remedy the report incident. For this purpose, the Service Provider shall at all times maintain a 24-hour telephone service to receive calls of the Company.

  b) If the problem cannot be resolved through telephone support, a Technical Engineer shall be deployed to the Site.

c) The Service Provider shall supply the necessary spare parts for the purpose of maintaining the Hardware Components listed below hereof to its proper working condition. Spare units may be brand new units or refurbished units that are in good working condition.

- Preventive Maintenance shall include the following:

  The Service Provider shall perform a routine preventive maintenance program on the Hardware Components at **BCEZ Admin Building, Loakan, Baguio City**. The parties shall mutually agree upon the specific date and time for each preventive maintenance activity hereon.

  The scope of Preventive Maintenance activity is as follows:

  a) General check-up of the equipment or hardware covered under this Agreement;

  b) General check-up on any program or software used in the operation of any equipment or hardware provided by the Service Provider;

  c) Conduct a complete diagnostic routine within the system;

- Hardware Support shall include the following:

  a) In case the equipment is found faulty, the same needs to be pulled out by the Service Provider for Return Material Authorization (RMA) request to CISCO.
  b) The Service Provider shall shoulder all the costs related and shipment of the equipment subject to RMA.
  c) Pull-out of faulty unit and delivery of RMA unit shall be at the Company's Head Office.
  d) Upon confirmation of RMA ticket by CISCO, the replacement of the faulty parts shall commence in Thirty (30) to Forty-five (45) days, of the preceding day. The Service Provider guarantees that it shall be returned and re-installed fit-for-use to the Company within Thirty (30) to Forty-five (45) days, starting from the date the said equipment was pulled-out. If the service provider fails to return or re-install the equipment within the said period, the service unit provided by the service provider shall become the property of the Company and the pulled-out defective equipment the property of the service provider, provided that the service unit shall have all the warranties of a brand new unit.
  e) In the event that the service provider is unjustifiably unable to comply with the respective Response Times and Parts Replacement Warranty, and as indicated in the relevant Service Report, the service provider and the Company acknowledge and agree that the Term of

the Agreement and the performance of the Services shall be extended for a period of five (5) days per incident from the Termination Date, and shall immediately provide a fully functioning replacement or service unit of the affected component(s).

- Software Support shall include the following:

  a) For any fault call regarding Software concerns, the service provider shall send a Technical Staff on-site to do trouble-shooting and fault-fixing. If required, available software patching for bug-fixes provided by the Principal shall be done.
  b) The service provider shall interface and coordinate with the Company' representative until the issue has been resolved. Regular updates of fault rectification will be provided.

2. Responsibilities of the Company

To permit the Service Provider to fulfil its obligations pursuant to this Agreement, the Company shall:

a) Nominate at least one appropriate person to be the Company's representative with the Service Provider regarding Maintenance Services (such person to be regularly available during normal business hours).

b) Ensure that Service Provider's maintenance personnel have reasonable access to the Hardware Components during the Term of this Agreement, as will enable them to perform the Services hereunder, but subject at all times to the Company's health, safety and security policies and guidelines;

c) Make available, upon written request, the services of the relevant person employed by the Company who operates the Hardware Components at the relevant Site. In such case, the Service Provider shall give prompt and reasonable notice to the Company as to the necessity of the presence of such person or employee during the provision of Maintenance Services.

d) Notify the Service Provider immediately in writing if the Company ceases to be in possession of the Hardware Components at the relevant Site.

e) In the event that an equipment that is covered in this agreement is declared defective by the Service Provider, the Company has to return the said unit upon delivery of the replacement. If the Company

fails to do so, the Service Provider shall bill the Company the list price of the unit.

f) The Company shall not carry out, or cause to be carried out by other persons, modifications or adjustments to the equipment without the prior written consent of the Service Provider.

3. List of Hardware Components

The Services shall cover equipment in the Hardware Components List.

4. Bidder's Qualification

a) Must be a Gold Partner of Cisco Systems Inc and has an Advanced Security Architecture Specialization. This must be supported by a Certification from the manufacturer to be submitted to the Chairperson, Bids and Awards Committee of PEZA.

b) Must have Cisco Certified Engineers who are regular and locally based employees.

Certification breakdown is as follows:

1) Cisco Certified Internet work Expert (CCIE)
2) Cisco Certified Network Professional (CCNP)
3) Cisco Certified Network Associates (CCNA)

c) Must be a Cisco system integrator in the Philippines.

5. Coverage Period

Contract will start upon issuance of Notice to Proceed and valid until Last date of Support (LDOS) 31 August 2028.

6. Hardware Components List

	Part Number	Description	LDOS / EOS	Serial Number	Qty
	SNS-3615-K9	Small Secure Network Server for ISE Applications	31-Aug-28	WZP233005RA	1
	SNS-HD600G10K12N	600GB 12G SAS 10K RPM SFF HDD	31-Aug-28	WFJ2B132	1
	SNS-CPU-4110	2.1 GHz 4110/85W 8C/11MB Cache/DDR4 2400MHz	31-Aug-28	79HY588500696	1
	CAB-EK12A-NA	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America			1
	SW-36X5-ISE-K9	Cisco ISE Software Load on SNS-36x5-K9 appliance			1
	SNS-RAID-M5	Cisco 12G Modular RAID controller with 2GB cache		LSK233300JZ	1
	SNS-PSU1-770W	770W power supply	31-Aug-28	ART2334FCGY	1
	R2XX-RAID0	Enable RAID 0 Setting			1
	SNS-MR-X16G1RS-H	16GB DDR4-2666-MHz RDIMM/PC4-21300/single rank/x4/1.2v	31-Aug-28	K0NB00393012C0C22B	4
	SNS-PCIE-IRJ45	Intel I350 Quad Port 1Gb Adapter	31-Aug-28	FLY233300DW	1
	SNS-MR-X16G1RS-H	16GB DDR4-2666-MHz RDIMM/PC4-21300/single rank/x4/1.2v	31-Aug-28	K0NB00393012C0C178	1
		Subscription			
	ISE-SEC-SUB	Cisco Identity Service Engine Subscription			1
	SVS-ISE-SUP-B	Basic Support for Identity Service Engine Subscription			1
	ISE-A-LIC	Cisco Identity Service Engine Advantage Subscription			200

Annex B

GENERAL TERMS AND CONDITIONS

1. **PRICE VALIDITY.** Price validity shall be **thirty (30) calendar days** from the deadline of submission of quotation;

2. **PRICE ESCALATION.** All prices for the given scope of work in the contract as awarded shall be considered fixed prices, and therefore not subject to price escalation during contract implementation;

3. **ALTERNATIVE BIDS.** Alternative bids shall be rejected. For this purpose, alternative bid is an offer made by a bidder in addition or as a substitute to its original bid which may be included as part of its original bid or submitted separately therewith for purposes of bidding;

4. **TAXES.** Prices shall be inclusive of applicable taxes (VAT or percentage). Total price quoted is subject to withholding tax and payable through check;

5. **DELIVERY PERIOD.** Delivery period: **upon receipt of PO and valid until August 31, 2028;**

6. **DELIVERY TERMS.** For goods supplied from abroad, the delivery terms applicable to the Contract are DDP delivered **to Baguio City Economic Zone, Baguio City**, while for goods supplied from the Philippines, the delivery terms applicable to the contract are delivered to **Baguio City Economic Zone, Baguio City**. "Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at the final destination".

7. **INCIDENTAL CHARGES AND SERVICES.** The cost of transportation, insurance, and other cost, including packaging and documentation incidental to delivery of the Goods and/or Services shall be included in the price quoted by the Bidder. An additional or separate delivery charge in the bid shall be treated as non-responsive and shall be rejected.

8. **TERM OF PAYMENT.** Payment shall be CHARGED ACCOUNT. Cash on Delivery (COD) shall not be allowed, unless specified in the quotation **and** accepted during bid evaluation. Most importantly, no payment shall be made until full delivery of item/s and/or services is/are completed and the same is/are inspected and satisfactorily accepted by PEZA-BCEZ.

9. **PERFORMANCE SECURITY.** For procurement of goods and/or services, PEZA may require the submission of a Performance Security depending on the nature of the procurement project. However, for Infrastructure Projects, submission of a performance security is required by PEZA. The amount of of the Performance Security shall not be less than the required percentage of the total contract as provided under Section 39 Rule XI of the 2016 Revised IRR of RA 9184.

10. **WARRANTY AND RETENTION MONEY.** Supplier/Contractor warrants that all goods/services to be provided are of acceptable industry standard. Whenever applicable, the obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) but not to exceed five percent (5%) of the total contract price. The said amounts shall only be released after the lapse of the prescribed warranty period or, in the case of Expendable Supplies, after consumption thereof; Provided, however, that the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met. *(GPPB Resolution No. 30-2017 dated 30 May 2017)*

11. **LIQUIDATED DAMAGES.** Delay in the delivery shall be subject to liquidated damages by way of penalty at 1/10 of 1% of each day of delay reckoned from the day after the last day of the delivery period or the agreed date of delivery, whichever is applicable.

12. **ALTERATION OR TECHNICAL SPECIFICATIONS AND TERMS AND CONDITIONS**. Altering and/or amending the technical specifications and Terms and Condition(s) may be considered non-responsive/ non-compliant.

INSTRUCTIONS TO BIDDERS:

a) Completely fill out the Price Quotation Form (Annex A), technical specification/brand (if applicable), unit/ total price and Supplier/Bidder's information. Do not forget to sign the Price Quotation Form. Whenever applicable, original brochures or certificates of the items offered showing its performance characteristics or specifications, shall be attached and submitted together with the Price Quotation Form.

b) If applicable, an ocular inspection, in coordination with the End-User and BCEZ-BAC, shall be conducted by the interested bidder of the premises/area subject of herein procurement process.