



**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 **Renewal of One (1) Year Subscription of Network Security Module License (Wireless Protection)** 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 **October 16, 2023 at 10:00am**. A copy of your **latest Business/Mayor's Permit, Philgeps Registration, Omnibus Sworn Statement(notarized) 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 or email address at [blagazo@sbcorp.gov.ph](mailto:blagazo@sbcorp.gov.ph); [jbperrez@sbcorp.gov.ph](mailto:jbperrez@sbcorp.gov.ph); [bac@sbcorp.gov.ph](mailto:bac@sbcorp.gov.ph)

**Rowena G. Betia**  
BAC Chairperson

- 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

Procurement of (Name of Item/s to be procured)	
TECHNICAL SPECIFICATIONS (detailed)	REMARKS
<p><b>Renewal of One (1) Year Subscription of Network Security Module License (Wireless Protection)</b></p> <ul style="list-style-type: none"> <li>➤ <b>Sophos Wireless Protection Module</b> <ul style="list-style-type: none"> <li>◦ Act as a wireless controller, centrally managing Sophos Wireless Access Points;</li> <li>• All configurations, logging and troubleshooting is done within the UTM appliance;</li> <li>• To be loaded in existing Sophos XGS3300 appliance</li> </ul> </li> </ul> <p><b>Period covered: November 2023 to November 2024</b></p> <p>(see attached TOR)</p>	
<b>DELIVERY REQUIREMENT</b>	
a) 1 lot	
b) 1 year period covered: November 2023 to November 2024	
c) Thirty (30) calendar days	
<b>Terms of Payment: Check payment, 15 working days upon complete deliver</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.

PROCUREMENT OF (name of item/s to be procured)			
Approved Budget for the Contract (ABC)	Offered Price per Piece (A) Unit Cost	Quantity in Piece (B)	Total Offered Quotation (A x B)
<b>Php300,000.00 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

*ek*

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

### RENEWAL OF ONE (1) YEAR SUBSCRIPTION OF NETWORK SECURITY MODULE LICENSE (WIRELESS PROTECTION)

#### I. OBJECTIVE

The project's goal is to keep SBC's IT resources that use wireless connections, such as laptops and authorized mobile devices, safe. This wireless security software specializes in various kinds of threats travelling in wireless fidelity; it also supplements our existing unified threat management appliance, which is already implemented in our network.

#### II. SCOPE OF WORK

The project calls for the renewal of network security module license of Sophos Wireless Protection to be used in SBC's IT resources. This subscription-based license upon renewal will continue to protect all laptops and authorized mobile devices deployed in the head office with one year subscription period from November 2023 to November 2024.

#### III. TECHNICAL SPECIFICATIONS

<b>1</b>	<b>year</b>	<b>Sophos Wireless Protection Module</b>
		<ul style="list-style-type: none"><li>⇒ Acts as a wireless controller, centrally managing Sophos Wireless Access Points.</li><li>⇒ All configurations, logging and troubleshooting is done within the UTM appliance.</li><li>⇒ To be loaded in existing Sophos XGS3300 appliance</li></ul>

#### IV. PROJECT COST

The approved budget for the contract (ABC) is Three Hundred Thousand Pesos (PHP300,000), inclusive of applicable taxes. The budget will be taken from ITG's approved 2023 budget.

#### V. IMPLEMENTATION

The project must be implemented by the installation/activation of the license to the existing Sophos XGS3300 appliance of SB Corporation within thirty (30) calendar days upon receipt of the Notice to Proceed (NTP).

**VI. CRITERIA OF EVALUATION**

The qualified and responsive bidder/s must comply with the technical specifications stated in Item No. III and the bid price must not exceed the approved budget for the contract (ABC).

**VII. ELIGIBILITY REQUIREMENTS**

Supplier-Bidder must be an authorized Platinum-Level Partner (or equivalent), and authorized Reseller/Value-Added Reseller of the brand it is offering with Certification from the original manufacturer/distributor.

Supplier-Bidder must have at least two (2) active and currently employed support engineers duly certified by the original manufacturer/distributor with Certificate issued to respective engineers.

Supplier-Bidder must have a physical office or offices in the Philippines. Supplier-Bidder must submit supporting documents with valid business permit from the Local Government Unit (LGU) where its office is located.

