



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the "*Maintenance of DBM Production Server*" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : Maintenance of DBM Production Server

Approved Budget : Nine Hundred Ninety-Nine Thousand Eight Hundred Pesos Only
(Php999, 800.00)
for the Contract

Specifications : See the attached Annex "B" for the Technical Specifications

Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila

Delivery Date : Maintenance service for a period of three (3) months from the receipt of Notice to Proceed

Interested suppliers are required to submit their valid and current Mayor's Permit, Income/Business Tax Return, PhilGEPS Registration Number, Notarized Omnibus Sworn Statement, Technical Specifications (Annex "B") and price quotation form (Annex "A") upon submission of quotation.

Award of contract shall be made to the bidder with the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before **3:00 p.m. of March 14, 2018** at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiries, you may contact us at tel. nos. 735-4902 or 657-3300 local 3115.

Very truly yours,


RYAN S. LITA
Director IV, Administrative Service

Annex "A"

PRICE QUOTATION FORM

Date

The Administrative Service
Department of Budget and Management
Ground Floor, DBM Bldg. III, Gen. Solano St.,
San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Specification	Quantity	Unit Price	Total Price
Maintenance of DBM Production Server	See attached Technical Specifications			
Total (inclusive of VAT)				

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative

Name of Company

Contact No.

TECHNICAL SPECIFICATIONS:

- 1.0 **Name of Project:** Maintenance of DBM Production Server
- 2.0 **Objective:** Comprehensive Maintenance Services for HP Servers and Components for 2018.
- 3.0 **Specifications:**

The SERVICE PROVIDER shall render the maintenance service for a period of three (3) months from the notification date for the following EQUIPMENT:

No.	Server	No.	Switch
1	One (1) HP EVA6400 (host name), SN: SGH108XJCA (SGA106018G, SGA018013C)	1	Four (4) HP 8/40 Base 24-ports Enabled SAN Switch, SN: a. USB104V13W
2	Two (2) HP Integrity rx6600 CPU Base System, SN: a. SGH5109LXK b. SGH5109LXJ		b. USB104V13H c. USB104V13J d. USB104V13N
3	Two (2) HP Proliant DL360 G7, SN: a. CN7108075B b. CN7108075D	2	Two (2) HP Procurve Switch 2910-24G, SN: a. SG049IP0X0 b. SG049IP0V5
4	One (1) HP Storage Works X3800 Storage Gateway SN: SGH108XJC9		
5	Three (3) HP Proliant DL320e Gen8 v2, SN: a. SGH439WK2P b. SGH439WK2M c. SGH439WK2N	No.	PDU
6	Two (2) HP Proliant DL380p Gen8, SN: a. SGH439WK2R b. SGH439WK2S	1	Six (6) HP 32A HV Core Only Corded PDU 252663-B33 (machine type)
		2	Three (3) HP 16A High Voltage Modular PDU 252663-B24 (machine type)
7	One (1) HP Proliant ML350p Gen8 SN: SGH407CCAC	No.	Tape Library
		1	One (1) HP Storage Works MSL8096 Tape Library, SN: DEC104076G
8	Three (3) HP Proliant DL380 Gen7, SN: a. SGH2195RMJ b. SGH2122HES c. SGH2122HEM		
9	One (1) HP MSA 2040 Storage SN: 2S6S06B065		

The SERVICE PROVIDER shall use reasonable effort, by all means, to return the covered hardware to operating condition within 24 hours of the initial request to the Service Provider Response Center. Call-to-repair time refers to the period of time that begins when the initial service request is logged at Response Center and ends the Service Center's determination that hardware is repaired. On top of the 24-hour repair and uptime commitment, the Service Provider shall also be capable of doing remote problem diagnostic and support and must have 24 X 7 coverage window. In the event of pull out, a temporary service unit should be provided upon pull out of the defective device.

The SERVICE PROVIDER shall maintain an inventory buffer of the critical replacement parts for call-to-repair service requirements. These parts are managed to allow continuous availability and are always accessible to customer support engineers responding to a support request. All servers should be enrolled to HP Care and shall submit Certificate of Servers and components enrollment from HP.

The SERVICE PROVIDER shall commit assurance for benefits on increase business productivity due to improved uptime, predictable repair times, and consistent level of support across multi-technology system.

Aside from Call-to-Repair or normal-fix/reactive services, the SERVICE PROVIDER must also have an offering for Proactive Sheet services to have a better support experience - a good balance of reactive and proactive support services. The DBM can have the option where and when to use the service (example of firmware management) - thus attaining the optimal performance and availability of the DBM servers as well as minimizing the most common causes of downtime.

The SERVICE PROVIDER must offer DBM the access to a list of flexible and customizable proactive service activities, selectable menus of services both on technology and process needs, improved time to resolution, assignment of account support manager, and credits redeemable for specific service activities of DBM choice as to be agreed in the proactive delivery plan.

At no extra cost as part of the maintenance support agreement the SERVICE PROVIDER must be able to install Remote Support Software Solutions (e.g. Insight Remote, Bomgar) to achieve higher levels of infrastructure availability and reduce operating costs without compromising the security. This value-added service delivers secure remote support to HP servers, networking and storage, 24 x 7 for constant remote monitoring all the time, automated notification every time and accurate resolution in less time.

To be submitted during post-qualification: Proof that the winning bidder is a Certified HP Partner and having at least two (2) engineers or maintenance personnel presently employed by the participating bidder who are qualified to undertake such maintenance services for HP equipment. Attach copies of certification issued by HP to the participating bidder's support engineers or maintenance personnel showing that they have passed the examination administered by HP.

(End of Specifications)

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

**Signature Over Printed Name
of Representative**

Date

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for *[Name of the Project]* of the *[Name of the Procuring Entity]*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No.02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification]*

card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her _____ No. _____ issued on _____ at _____.

Witness my hand and seal this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, *[date issued]*, *[place issued]*

IBP No. __, *[date issued]*, *[place issued]*

Doc. No. ____

Page No. ____

Book No. ____

Series of ____