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

REQUEST FOR QUOTATION
No. 24-060

The **Department of Budget and Management (DBM)** through its **Administrative Service (AS)**, intends to procure **"Source Code Repository and Management Enterprise License Subscription"** for FY 2024 in accordance with **Section 53.9** (Negotiated Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your **best offer** for the item/s described herein, **subject to the attached Annexes A, B (Terms and Conditions) and C (Detailed Technical Specifications),** provided as part of this Request for Quotation (RFQ). Submit your quotation duly signed by your authorized representative **not later than** __August 22, 2024__ **, 2:00 P.M.** at the Administrative Service – Procurement Management Division, Ground Floor, DBM Bldg. III, General Solano St., San Miguel, Manila. Quotations may also be submitted through the email address indicated below.

A copy of your **2024 Business/Mayor's Permit** and **PhilGEPS Registration Number** is also required to be submitted along with your signed quotation/proposal. A **valid and updated** PhilGEPS Registration Certificate (Platinum Membership) **(all pages)** may be submitted in lieu of the Mayor's/Business Permit.

The Supplier/Service Provider with the Single/Lowest Calculated Quotation shall submit its **Omnibus Sworn Statement (GPPB-prescribed form), Income Tax/Business Tax Return[1] (for ABC's above Php500,000.00)** within a non-extendible period of five (5) calendar days from receipt of the notice from the Administrative Service that it submitted the Single/Lowest Calculated Quotation[2].

For any clarification, you may contact us at telephone no. **(02) 8657-3300 local 3115** or email address at <u>resquinas@dbm.gov.ph</u>

AARON ALBERTO A. ESCALONA
Chief Administrative Officer

---

[1] Manually filed tax returns or filed through the FPS
[2] Failure to submit the required documents on time, or a finding against the veracity thereof, shall disqualify the supplier/service provider for award. In case the notice for the submission of post-qualification documents is sent via the bidder's email, it shall be considered as received by the bidder on the date and time the email was sent, whether or not the bidder acknowledged the said email. It shall be the bidder's responsibility to check its/his/her email for the purpose.

Date: _____

Name of Company: _____
Address: _____
Name of Store/Shop: _____
Address: _____
TIN: _____
PhilGEPS Registration Number: _____

INSTRUCTIONS:

(1) Accomplish this Request for Quotation (RFQ) correctly and accurately.

(2) The use of this RFQ is highly encouraged to minimize errors or omissions of the mandatory provisions.

  – If a different form is used other than the RFQ, the quotation shall contain all the mandatory provisions, including manifestation of the agreement with the Terms and Conditions below.

  – In case a prospective supplier or service provider submits a filled-out RFQ with a supporting document (i.e., price quotation in a different format), both documents shall be considered unless there is any discrepancy. In this case, provisions in the RFQ shall prevail.

(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

---

Sir/Madam:

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

TECHNICAL SPECIFICATION

1. Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate **"0"** if the item being offered is for free.

2. Bidders must state **"Comply"** or any equivalent term in the column "**Bidder's Statement of Compliance**" against each of the individual parameters of each Specification.

Item	Description	Total Quantity (QTY)	Bidder's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
A.	**Source Code Repository and Management Enterprise License Subscription** *(See the Annex C for the "Detailed Technical Specifications")*	**One (1) Lot**			

SCHEDULE OF REQUIREMENTS			Bidder's Statement of Compliance
Item	Description	Delivery Schedule	
A.	**Subscription Period**	The Source Code Repository and Management Enterprise License Subscription shall cover twelve (12) months of subscription within fifteen (15) calendar days upon receipt of Notice to Proceed (NTP)	

FINANCIAL OFFER	
Approved Budget for the Contract	**Total Offered Quotation**
Four Hundred Ten Thousand Pesos Only **(Php410,000.00)**	In words: _____ _____ _____ In figures: _____ _____ _____

PAYMENT DETAILS	
Payment Terms:	Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice an upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user, subject to other payment terms as prescribed in this RFQ.
Banking Institution	
Account Number	
Account Name	
Branch	

_____
Signature over Printed Name

_____
Position/Designation

_____
Office Telephone No.

_____
Fax/Mobile No.

_____
Email address/es

TERMS AND CONDITIONS

1. Bidders shall provide the correct and accurate information required in this form.

2. Price quotation/s must be valid for a period of sixty *(60) calendar days from* the date of submission of quotation.

3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties, and/or levies payable.

4. Quotations exceeding the Approved Budget for the Contract shall be rejected.

5. Award of the contract shall be made to the lowest calculated and responsive 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.

6. 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.

7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.

8. The DBM shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DBM 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.

10. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.**

11. Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user, subject to other payment terms as prescribed in this RFQ.

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 DBM **may** 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.

13. In compliance with Section 4.3 of Appendix 33 of the 2016 Revised IRR of RA No. 9184 and consistent with Administrative Order No. 34, s. of 2020, the DBM shall publish in its official website and social media platform the following post-award information:

    a) Project name;
    b) Approved budget for the contract;
    c) Contract period;
    d) Name of the winning bidder and its official business address;
    e) Amount of contract awarded;
    f) Date of Award and Acceptance;
    g) Implementing office/unit/division/bureau of the concerned agency or instrumentality.

CONFORME:

_____ ←
Signature over Printed Name

_____ ←
Position/Designation

_____ ←
Office Telephone No.

_____ ←
Fax/Mobile No.

_____ ←
Email address/es

DETAILED TECHNICAL SPECIFICATIONS

1.0   PROJECT TITLE

Source Code Repository and Management Enterprise License Subscription

2.0   OBJECTIVE

To provide a development and collaboration platform that will help the developers build and share applications effectively using the distributed source code repositories, security policies, and project management capabilities.

3.0   SUBSCRIPTION PERIOD

The Source Code Repository and Management Enterprise License Subscription shall cover twelve (12) months of subscription within fifteen (15) calendar days upon receipt of Notice to Proceed (NTP).

4.0   SPECIFICATIONS AND SCOPE OF WORK

4.1   The contractor shall provide subscription of Source Code Repository and Management Enterprise License for five (5) users, and the corresponding standard support, with the following features and functionalities:

4.1.1   Source Code Management
4.1.1.1   Built-in Continuous Implementation/Continuous Deployment (CI/CD)
4.1.1.2   Static website publishing tool (useful for publishing guides, how tos, faqs, etc.)
4.1.1.3   Container scanning
4.1.1.4   Push rules
4.1.1.5   Multiple approvers in code review
4.1.1.6   Efficient merge request reviews
4.1.1.7   Code quality reports
4.1.1.8   Remote repositories pull mirroring
4.1.1.9   Protected environments
4.1.1.10 Merge trains
4.1.1.11 Source code repository installed on-premise

4.1.2   Project Management
4.1.2.1   Time tracking
4.1.2.2   Wiki-based project documentation
4.1.2.3   Issue weights
4.1.2.4   Multiple issue assignees
4.1.2.5   Roadmaps
4.1.2.6   Code and productivity analytics

Ma. Lourdes
D. Baguio

4.1.2.7   Single-level epics

4.1.2.8   Iterations

4.1.3   Security and Compliance

4.1.3.1   Secret detection

4.1.3.2   Static application security testing

4.1.3.3   Audit events

4.1.3.4   Verified committer

4.1.3.5   Restrict push and merge access to certain users

4.1.4   Portfolio Management

4.1.4.1   Contributor analytics

4.1.5   Scaled and Multi-Region Support

4.1.5.1   Dependency proxy for container registry

4.1.5.2   Disaster recovery and replication

4.1.5.3   Advanced search

4.1.5.4   Support for scaled repository management (seamless transition from current base-level to premium subscription without disruption to the current/ongoing operations)

4.1.5.5   Packaged PostgreSQL with replication and failover

4.1.5.6   Advanced Lightweight Dictionary Access Protocol (LDAP)/ Security Assertion Markup Language (SAML) support including Group Sync

4.2   Support included:

4.2.1   24x7 phone, email, and remote support

4.2.2   Phone, email, and remote support for incident management

4.2.3   Annual preventive maintenance services within the subscription period and upgrade assistance for issues

5.0   SERVICE LEVEL AGREEMENT

The DBM shall maintain a Service Level Agreement with the contractor, with provisions for liquidated damages as indicated below for their non-compliance. Liquidated damages shall be charged against any money due or which may become due to the contractor, or collected from any securities or warranties posted by the contractor.

Component	Description	Liquidated Damages
Licenses and Support	The contractor shall provide a subscription of Source Code Repository and Management Enterprise License, and the corresponding standard support, with the following features and functionalities, covering twelve (12)	1/10th of 1% of the contract price for the undelivered portion shall be imposed per day of delay.

	months, within fifteen (15) calendar days upon receipt of Notice to Proceed (NTP).	

6.0 WARRANTIES OF THE CONTRACTOR

6.1 For the subscription of the licenses and support services, the warranties shall include the following:

6.1.1 The contractor warrants that it shall strictly conform to the terms and conditions of this Detailed Technical Specifications.

6.1.2 The contractor warrants that the technical staff assigned are qualified to provide the deliverables required to the DBM's satisfaction.

6.1.3 The contractor shall secure, maintain at its own expense all registration, licenses, or permits required by national or local laws and shall comply with the rules, regulations, and directives of regulatory authorities and Commissions.

6.1.4 The contractor's technical staff assigned to support DBM shall take all necessary precautions for the safety of all persons and properties at or near their area of work and shall comply with all the standard and established safety regulations, rules and practices.

6.1.5 The contractor's technical staff assigned to support DBM shall coordinate with the ICTSS in the implementation of this project.

6.1.6 The contractor shall be liable for loss, damage, or injury caused directly or indirectly through the fault or negligence of its technical staff assigned. It shall assume full responsibility therefore and the DBM shall be fully released from any liability arising therefrom.

6.1.7 The contractor shall neither assign, transfer, pledge, nor subcontract any part of or interest on the contract being bidded out.

7.0 CONFIDENTIALITY AND OWNERSHIP OF DATA

7.1 All technical staff assigned by the contractor shall be required to sign a Non-Disclosure Agreement (NDA).

7.2 The DBM Enterprise Network System, including its components, parts, products, product samples, specifications, data, ideas, technology, and all related technical and non-technical materials, are strictly confidential. The contractor agrees to hold all such information in strict confidence and not to reproduce or disclose any of it to third parties without prior written approval from DBM.

7.3 All source code stored within the repository of this subscription is the sole and exclusive property of the DBM, which retains all rights, title, and interest in them.

Ma.
Lourdes D.
Baguio

8.0 TERMS OF PAYMENT

8.1 One-time payment shall be made subject to the submission of the following documentary requirements, and in accordance with budgeting, accounting, and auditing laws, rules, and regulations:

    8.1.1 Proof of Source Code Repository and Management Enterprise License Subscription
    8.1.2 Sales Invoice/Billing Statement
    8.1.3 Certificate of Acceptance issued by the ICTSS Director
    8.1.4 NDA

Ma.
Lourdes
D. Baguio