



MODE OF PROCUREMENT:		RFQ No.:	2024-10-30/
Name of Procuring Entity:	DILG REGIONAL OFFICE I	Date:	10-31-24
Office/End User:	ORD-RICTU		
Company Name (TO BE FILLED OUT BY SUPPLIER):			
Address (TO BE FILLED OUT BY SUPPLIER):			

***PhilGEPS Registration No. (TO BE FILLED OUT BY SUPPLIER)**

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:

TERMS AND CONDITIONS:

- Bidders shall provide correct and accurate information required in this form.
- Bidders may quote for any or all items.
- Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
- Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
- The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 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 DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.

APPROVED BUDGET FOR THE CONTRACT (ABC):

PHP 302,802.00

PEDRO D. GONZALES
 BAC Chairperson

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	APPROVED BUDGET FOR THE CONTRACT (ABC)		STATEMENT OF COMPLIANCE	PRICE OFFER FROM SUPPLIER/ SERVICE PROVIDER	
				ABC PER ITEM	TOTAL ABC		OFFER PER ITEM	TOTAL OFFER
	One Year Subscription to PDF Viewer with Editor >Interact with your documents in the desktop, web, or mobile app for quick answers and one-click summaries (generative summary available on desktop and web) >Convert PDFs and export to Microsoft Word, Excel, and PowerPoint >Easily create, fill, sign, and send forms >Sign documents, request signatures, and track responses in real time >Add security and password-protect PDF files Checkmark >Turn scanned documents into editable, searchable PDFs >Redact to permanently remove sensitive visible information >Compare two versions of a PDF to review all differences >Add a logo to brand your agreements and upload existing PDF forms to instantly create web forms	2	piece	14,400.00	28,800.00			
	One Year Subscription to Link Shortening Software * 5QR Codes/month * 100links/month * 3 custom landing pages * 30 days of click & scan data * UTM Builder * Advanced QR Code customizations * Link & QR Code redirects	3	piece	7,488.00	22,464.00			
	One Year Subscription to Infographics Creator Software *Unlimited PNG, PDF, PPT downloads *Brand Kit - Unlimited Brand Colors Schemes, *Custom Fonts, Logos *3000 AI Credits *On-brand templates with Branded Templates *Invite up to 10 team members *250GB storage	11	piece	1,780.00	19,580.00			
	One Year Subscription to Streaming Software Professional * No Stream Yard branding in the streams * Unlimited streaming * 10 on-screen participants * Logo, Overlays, Backgrounds * Pre-recorded streams * Recording - 10 hours/stream	1	piece	33,686.00	33,686.00			
	One Year Subscription to Website Builder Plugin * Website Builder Plugin * Up to 25 Sites * 24/7 Premium Support * 86 Pro Widgets * Theme Builder * Dynamic Content * Form Builder * Popup Builder * Custom Code & CSS * Ecommerce Features * Collaborative Notes	1	piece	15,522.00	15,522.00			
	One Year Subscription Antivirus All-in-One >5 PCs, Macs, tablets, or phones >Antivirus, malware, ransomware, and hacking protection >100% Virus Protection Promise >100GB Cloud Backup >Password Manager >VPN private internet connection >Dark Web Monitoring >Parental Control	85	piece	2,150.00	182,750.00			

Bidders shall submit their quotation together with all the required documents on or before **11/5/2024** the BAC Secretariat. The BAC shall accept the quotations received after the deadline. **2PM**

*Please submit your Quotation for the **WHOLE LOT**.

REQUIRED DOCUMENTS:

Submission of Bid/Offer:

1. Valid Business/Mayor's Permit
2. PhilGEPS Registration Number

Prior to Issuance of Notice of Award (NOA)

5. Omnibus Sworn Statement
6. Special Power of Attorney (if Authorized Representative/ Secretary's Certificate

*Non-submission of the above-stated requirements shall automatically disqualify the bid/offer

Purpose/Title of the Activity: Procurement of ICT Software Subscription (Norton Antivirus and Microsoft 365 Apps for Business)

**GRAND TOTAL
PER LOT:**

Warranty

Price Validity

After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.

Printed Name/Signature/Date

Tel No./Cellphone No.