



# REQUEST FOR QUOTATION / PROPOSAL

CIAP-F-PRO-003 || Rev. 1 || 24/02/2022

## Installation and Configuration of Internet Service Provider for CMDT Training Center in Cavite City

P.R. No./Date Received: **2022-03-031 / 11 Jan 2022**

RFQ/P No. / Date: **2022-03-0025 / 23 March 2022**

The Construction Industry Authority of the Philippines (CIAP) invites all eligible suppliers, contractors and consultants to quote the best offer for the described item/s in the attached *Terms of Reference/Technical Specifications* subject to the Terms and Conditions and within the **Approved Budget for the Contract (ABC)**.

### The following are the required document/s to be submitted as attachment/s to the quotation/proposal:

*(Please check the appropriate documents needed to be submitted by the bidder. Please refer to Annex "H"-Appendix A of Revised of The 2016 Revised IRR)*

- Mayor's/Business Permit
- PhilGEPS Registration Number
- Professional License/Curriculum Vitae for consulting services
- PCAB Licence
- Net Financial Contracting Capacity Computation
- Latest Income/Business Tax Return
- Notarized Omnibus Sworn Statement
- Signed Terms of Reference or Technical Specifications, if applicable
- BIR Certificate of Registration (BIR Form No. 2303)

This pro-forma quotation maybe submitted through *registered* or *electronic mail* to the CIAP Bids and Awards Committee Secretariat at address indicated below or email to [ciapbac@construction.gov.ph](mailto:ciapbac@construction.gov.ph) on or before **March 30, 2022, 5:00PM**, together with any additional requirements indicated in the attached Terms of Reference / Technical Specifications, and subject to the following *Terms and Conditions*:

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for **sixty (60)** calendar days upon receipt of the bid. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306)** 5% R-VAT and **(BIR 2307)** 1% (PO) or 2% (JO) deductions.
5. CIAP-BAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. CIAP reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed *Terms of Reference/Technical Specifications*.
10. Payment shall be made through **check payment (Landbank)**.
11. For bidders with Landbank of the Philippines Bank Account Number, please write Account Number: \_\_\_\_\_.

Very truly yours,

**ANGEL ZYRENE D. CACHO**

*Secretariat, Bids and Awards Committee*

CONSTRUCTION INDUSTRY AUTHORITY OF THE PHILIPPINES

4th Floor Room 410, Executive Building Center, 369 Sen. Gil Puyat Ave., cor. Makati Ave., Makati City

Telephone: (+632)8896-4507 | e-mail: [ciapbac@construction.gov.ph](mailto:ciapbac@construction.gov.ph)

Item	QTY	ABC	Technical Specifications	Brand/Model	Unit Price	Total Amount
				(To be filled-out by the supplier)		
	1	₱ 77,000.00	Installation and Configuration of Internet Service Provider for CMDT Training Center in Dasmariñas in Cavite City for C.Y. 2022			
<b>Total ABC</b>		₱ 77,000.00		<b>TOTAL Amount</b>		
<b>Delivery and Other Instructions:</b>						

*(Please provide complete information below)*

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that CIAP is not bound to accept the lowest or any proposal that CIAP may receive.

Signature over Printed Name : \_\_\_\_\_

Designation/Position : \_\_\_\_\_

Name of Company : \_\_\_\_\_

Address : \_\_\_\_\_

Telephone / Fax : \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Company Tax Identification Number : \_\_\_\_\_

## TERMS OF REFERENCE

1. **PROJECT TITLE** : **Internet Service Provider (Fiber Connection) CY2022**
2. **APPROVED BUDGET** : **Php 6,000/Month**  
**plus, one time Installation Fee of P5,000.00 to be distributed/incorporated to monthly bill for 1 year.**
3. **DURATION** : **One (1) year**
4. **OBJECTIVE** : **To install Internet Service Provider that will be used for the everyday work and trainings implemented in the CMDF-TC.**

### 5. SCOPE OF WORK AND DELIVERABLES

The Internet Service Provider shall perform and deliver the following services:

- 5.1.1. Installation and configuration of hardware/software equipment necessary to connect CMDF-TC.

Office	Address
Construction Manpower Development Foundation Training Center (CMDF-TC)	Barangay Salawag, Dasmarinas, Cavite

- 5.1.2. Install necessary in-house cabling for Internet connection at CMDF-TC Office (Admin Office).
- 5.1.3. Configure, install a WIFI-router to establish Internet connectivity.
- 5.1.4. Provide a help desk/On-line Customer Care Service contact that shall be available 24 hours a day and seven (7) days a week.
- 5.1.5. Regularly monitor the performance of Internet network and actively inform CMDF-TC about any significant (widespread) outage or complete service disruption one (1) day before the incident. The notification should include an estimation of time required for full restoration of service.
- 5.1.6. Perform onsite Internet troubleshooting with problem resolution time of **TWENTY FOUR (24) hours** upon receipt of call. The Internet Service Provider shall update CMDF-TC with the actions taken upon receipt of the complaint.

## 6. TECHNICAL SPECIFICATIONS OF THE INTERNET SERVICES

6.1.1. Internet bandwidth with guaranteed connection.

Office	Bandwidth Speed (dedicated guaranteed peak to peak speed)
CMDF-TC, Barangay Salawag, Dasmariñas, Cavite	Up to 80 Mbps

## 7. SERVICE LEVEL

- 7.1.1. The ISP provider shall guarantee an Internet service availability of not less than 99.5% average operational uptime per year, month and week with corresponding rebate for every minute of service interruption. Intermittent condition shall be considered a network outage and is subject to corresponding pro-rated billing.
- 7.1.2. The service provider, must provide as part of their service to include the following:
- 7.1.2.1. Service deliverables.
  - 7.1.2.2. Process for reporting outages/emergencies.
  - 7.1.2.3. Business continuity and contingency plan.

## 8. INTERNET SERVICE PROVIDER GENERAL CONSIDERATIONS

- 8.1.1. Must have been an Internet Service Provider for at **least 3 years**.
- 8.1.2. Must be at least 1 year ISP for other DTI office within Dasmariñas Area.
- 8.1.3. With high-speed fiber optic backbone connection within Dasmariñas, Cavite.
- 8.1.4. Must have a Technical Support capable of providing 24 hours x 7 days a week network management and support.

## 9. PROJECT DELIVERY

- 9.1.1. The installation of Internet Provider should be completed **and operational** within 30 calendar days from the complete receipt of the submission of application form and necessary documents required by the CMDF-TC.
- 9.1.2. The Contract shall be extended automatically for an additional period of twelve (12) months from the expiration of the original contract under the same terms and conditions, unless CIAP notifies the Contractor in writing at least one (1) month prior to the expiry of the Contract of its intention not to extend the same.
  - Billing statements for the monthly service fees shall be forwarded to CMDF-TC , Barangay Salawag, Dasmariñas, Cavite.

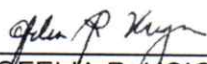
**10. CONFIDENTIALITY AND CONFLICT OF INTEREST**

The Internet Service Provider (ISP) undertakes to treat in the strictest confidence and not make use of or divulge to third parties any information or documents which are linked to the performance of the contract. The Internet Service Provider (ISP) shall continue to be bound by this undertaking after completion of the installation.

Prepared By:

  
\_\_\_\_\_  
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