

REQUEST FOR PROPOSAL

Procurement of Zoom Meetings Business 12-month Subscription

P.R. No./Date Received: 2024-05-0113 / 23 May 2024

RFP No. / Date: 2024-06-0135 / 26 June 2024

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described item in the attached **Technical Specifications** subject to the Terms and Conditions and within the **Approved Budget for the Contract**.

Required Documents/Information to be submitted as Attachments to the Proposal:

- Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- PhilGEPS Registration Number
- Notarized Omnibus Sworn Statement (to be submitted prior to the issuance of JO)
- Signed Request for Proposal
- Signed Detailed Technical Specifications

This pro-forma quotation may be submitted through **registered** or **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to procurement@phcc.gov.ph or cpsioson@phcc.gov.ph on or before **04 July 2024, 10:00AM** 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 THIRTY (30) calendar days upon issuance of this document. 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. PCC PBAC 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. PCC 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 **Technical Specifications**.
10. Please note that the **award of the procurement is on a per lot basis**.

Very truly yours,

DIR. JESON Q. DE LA TORRE
PBAC Chairperson

Item	Unit	QTY	ABC		PROJECT TITLE	Unit Price	Total Amount
			Unit Cost	Total			
1	license	10	₱18,000.00	₱ 180,000.00	Procurement of Zoom Meetings Business 12-month Subscription		
Total ABC				₱ 180,000.00	TOTAL Amount: (Lot purchase):		
Delivery Instructions:					<i>(Please refer to the Detailed Technical Specifications)</i>		

(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 you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____

Designation/Position : _____

Name of Company : _____

Address : _____

Telephone / Fax : _____

E-mail Address: _____

Company Tax Identification Number : _____






[FOR SIGNATURE] RFP 2024-06-0135 - Zoom Subscription

Final Audit Report

2024-06-27

Created:	2024-06-27
By:	Procurement PCC (procurement@phcc.gov.ph)
Status:	Signed
Transaction ID:	CBJCHBCAABAAy-_JW19uQI9xIXRHZK-KGLmJQn2BHFHT

"[FOR SIGNATURE] RFP 2024-06-0135 - Zoom Subscription" History

-  Document created by Procurement PCC (procurement@phcc.gov.ph)
2024-06-27 - 2:46:03 AM GMT- IP address: 122.55.12.146
-  Document emailed to jqdelatorre@phcc.gov.ph for signature
2024-06-27 - 2:46:18 AM GMT
-  Email viewed by jqdelatorre@phcc.gov.ph
2024-06-27 - 2:55:54 AM GMT- IP address: 104.47.110.62
-  Signer jqdelatorre@phcc.gov.ph entered name at signing as jqd
2024-06-27 - 2:56:46 AM GMT- IP address: 122.55.12.146
-  Document e-signed by jqd (jqdelatorre@phcc.gov.ph)
Signature Date: 2024-06-27 - 2:56:48 AM GMT - Time Source: server- IP address: 122.55.12.146
-  Agreement completed.
2024-06-27 - 2:56:48 AM GMT



DETAILED TECHNICAL SPECIFICATIONS

PROJECT: Procurement of Zoom Meetings Business 12-Months Subscription

TOTAL ABC: 180,000

Mode of Procurement: NP Small Value Procurement

10 Licenses for Zoom Meetings Business
Host Up to 300 Participants
Unlimited meetings for up to 30 hours per meeting
5GB of cloud recording storage
Automated captions
Unlimited boards
Team Chat (Chats and channels for collaboration, file sharing and more.)
Mail and calendar client and service
Clips Plus (Create and share editable documents within Zoom, Personal and collaborative notes with rich-text editing)
AI Companion (Automate key tasks across the Zoom Platform with an AI Assistant, Gain quick access to meeting summaries, assistance with drafting message, and more.)
Scheduler (Effortlessly share meeting slots for easy booking, Works with Zoom Meetings, Zoom Mail and Calendar, Google and Microsoft 365)

I. Delivery Terms

All subscription must be delivered within fifteen (15) calendar days from the receipt of Purchase Order (PO).

II. Payment Scheme

Full payment of the contract shall be made within fifteen (15) days after the issuance of the following:

- Invoice by the Service Provider; and delivery receipt

All payments shall be released and claimed within the PCC premises.

III. Liquidated Damages

If the Supplier fails to deliver any or all of the goods and/or perform the services within the period specified in the contract, the Procuring Entity shall, without prejudice to its other remedies under this contract and under the applicable law, deduct from the contract price as liquidated damages, the applicable rate of one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of every day of delay. If the cumulative amount of liquidated damages reaches ten percent (10%), the Procuring



Entity reserves the right to rescind the contract, without prejudice to other courses of action and remedies open to it.

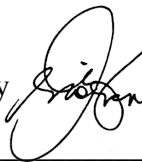
IV. Dispute Resolution

Should any dispute related to the Contract and/or rights of the parties arise, the same shall be submitted to mutual consultation, mediation and arbitration, in the order of application. The venue of the proceedings shall be in Quezon City.

In case of a court suit, the venue shall be the courts of competent jurisdiction in Quezon City, to the exclusion of all other courts.

Any amendments and additional terms and conditions of the Contract must be in writing, signed and acknowledged by the Parties.

Reviewed by



CHRISLYN JOY P. SIOSON
Information System Analyst II
AO-ICTD

Approved by:



ALLAN ROY D. MORDENO
Information Technology Officer III,
AO-ICTD

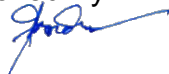


JESON Q. DE LA TORRE
Director IV, AO

Distribution List – Zoom Licenses Subscription

Offices		Laptop
1.	Office of the Chairperson	1
2.	Office of the Commissioners	4
3.	Communication and Knowledge Management Office (CKMO)	1
4.	Economics Office (EO) / Mergers and Acquisition Office (MAO)	1
5.	Office of the Executive Director	1
6.	Legal Service Division / Competition Enforcement Office	1
7.	Finance and Planning Management Office (FPMO) / Administrative Office (AO)	1
TOTAL		10

Approved By:



ALLAN ROY D. MORDENO

Chief of ICT Division

Certified By:



JESON Q. DE LA TORRE

Director IV, AO