



Bids and Awards Committee


Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel. Fax: 5-310-0037
Email: bac@prc.gov.ph



REGULAR MEMBERS:


ARISTOGERSON T. GESMUNDO
Chairman


OMAIMAH E. GANDAMRA
Vice-Chairperson


WILMA T. UNANA
Member


CRISANTO L. DECENA
Member


CARLA ANGELINE B. UJANO
Member

ALTERNATE MEMBERS:


MARIA LIZA M. HERNANDEZ
Vice-Chairperson

ARJAY R. ROSALES
Member

HENRIETTA P. NARVAEZ
Member

PROVISIONAL MEMBERS:

TEODORO V. MENDOZA, II
Provisional Member, Non-IT Projects


RICHARD M. ARANIEGO
Provisional Member, IT Projects

SECRETARIAT:

KAREN M. MAGSALIN
Secretary

MARGIERY D. DULIN
Member

MARIA ENRICA D. JUBAY
Member

CHRISTOPHER A. MAYO
Member

ELIEZER C. LEYCO
Member

LIEZEL F. BURAGA
Member

JOEL P. IGNACIO
Member

REQUEST FOR QUOTATION (RFQ) No. 2021 – 17 (Negotiated Procurement – Small Value Procurement)

Date: July 28, 2021

Contact Person:

Name of Company:

Address:

Contact details:

Dear Sir/Madam:

The Bids and Awards Committee of the Professional Regulation Commission is inviting you to participate in the Negotiated Procurement under Section 53.9 – Small Value Procurement of the 2016 Revised IRR of R.A. No. 9184 for the project: **PROCUREMENT OF WEBSITE MAINTENANCE SSL CERTIFICATE FOR PROFESSIONAL REGULATION COMMISSION WEBSITE.**

We are furnishing you herewith a copy of the posted Request for Quotation with Annexes “A-B” for your reference.

For inquiries, you may call the BAC Secretariat at facsimile No. (02) 5-310-0037 or email at bac@prc.gov.ph.

Thank you.

Very truly yours,

ATTY. ARISTOGERSON T. GESMUNDO
Assistant Commissioner
BAC Chairman



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REQUEST FOR QUOTATION (Negotiated Procurement – Small Value Procurement)

The **PROFESSIONAL REGULATION COMMISSION (PRC)**, with address at P. Paredes St., Sampaloc, Manila, through its Bids and Awards Committee (BAC), will undertake a Negotiated Procurement for the Project: **PROCUREMENT OF WEBSITE MAINTENACE SSL CERTIFICATE FOR PROFESSIONAL REGULATION COMMISSION WEBSITE** in accordance with Section 53.9 (Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project :	Procurement of Website Maintenance SSL Certification for Professional Regulation Commission Website
Approved Budget for the Contract :	Two Hundred Thousand Pesos (P200,000.00) inclusive of all bank and government charges
Location :	Professional Regulation Commission P. Paredes St., Sampaloc, Manila
Specification :	See attached Annex “A” for the Terms of Reference and Schedule of Delivery, and Annex “B” for Financial Bid.

Bidders who are legally, technically, and financially capable may submit their accomplished open quotation/proposal (**Annex “B”**) personally, by mail/courier, through facsimile or via email, duly signed by the owner or his duly authorized representative using the “PRC Official Forms” provided herein **on or before 10:00 in the morning of August 4, 2021** at the BAC Office, 4th Floor, PRC Annex Building, P. Paredes St. Sampaloc, Manila, the quotation/proposal will be evaluated at the BAC Conference Room, 4th Floor, PRC Annex Building on August 4, 2021, on 2:30 in the afternoon, in the presence of the representative who may choose to attend.

❖ TERMS AND CONDITIONS:

- Bidders shall provide correct and accurate information required in this form.
- The bidder shall submit their proposal through their duly authorized representative using the provided **OFFICIAL FORMS (Annex “A” & “B”)**.
- Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
- Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
- All quotations exceeding the Approved Budget for the Contract shall be automatically rejected.
- Award of Contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any erasures or overwriting shall be valid only if they are properly signed by the owner or his/her authorized representative.



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8. Payment shall be made within 15-30 days upon receipt of the Statement of Account/Billing Statement, on a bank-to-bank basis.

In addition to the quotation/proposal, copies of the following eligibility requirements (or its equivalent/ or if applicable) are required to be submitted:

1. Valid Mayor's / Business Permit
(In exceptional cases where the LGU concerned has not yet released the Mayor's Permit, Bidders, in lieu of the valid Mayor's Permit may submit a substantial proof of renewal of Mayor's Permit, such as Official Receipt of payment)
2. PhilGEPS Registration Number
3. Latest Income/Business Tax Return
(for ABCs above P500,000.00)
4. Omnibus Sworn Statement
(Unnotarized Omnibus Sworn Statement may be accepted in compliance with the GPPB Resolution No. 09-2020, dated 7 May 2020, subject to compliance therewith after award of contract but before payment.)
5. Secretary's Certificate / Authorization to sign as representative

- ❖ *For Individual (only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit)*
- ❖ *For procurement requiring Mayor's Permit and Philgeps Registration Number, Certificate of Platinum membership may be submitted in lieu of the said documents.*

PRC assumes no responsibility whatsoever to compensate or indemnify proponents for any expenses incurred in the preparation of the proposal.

PRC reserves the right to accept or reject any or all quotations, and to impose additional terms and conditions as it may deem proper.

For inquiries, you may contact the BAC Secretariat at facsimile No. (02) 5-310-0037.

Very truly yours,

ATTY. ARISTOGERSON T. GESMUNDO
Assistant Commissioner
BAC Chairman



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ANNEX "A"

TERMS OF REFERENCE (TOR)

PROCUREMENT OF WEBSITE MAINTENACE SSL CERTIFICATE FOR PROFESSIONAL REGULATION COMMISSION WEBSITE

(Through Negotiated Procurement Pursuant to Section 53.9 of the 2016 Revised Implementing Rules and Regulations of R.A. 9184)

I. Approved Budget for the Contract

The supplier shall bid for the item described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract (ABC) in the amount of Two Hundred Thousand Pesos (Php200,000.00) inclusive of all applicable bank and government charges.

II. Specification

QUANTITY	SPECIFICATION	DELIVERED, WEEKS/MONTHS (TIMELINE)
1 LOT	<p>PROCUREMENT OF WEBSITE MAINTENACE SSL CERTIFICATE FOR PROFESSIONAL REGULATION COMMISSION WEBSITE</p> <ol style="list-style-type: none"> Extended Validation SSL Cer AAA-28248 1 Year EV Standard SSL Certificate for PRC Website 1 Year EV SAN Sub-Domain for 25 Sub Domains Signing algorithm is SH256 2048 bit future proof SSL Certificates Turns the Address Bac Green and Company Name Display in browser Universal Compatibility with all browsers and devices Secures both <u>www.domain.com</u> and <u>domain.com</u> (without the www) Must run in served with Windows Server 2021 with Apache 2.4.26 in XAMPP 3.2.2 Must run in server with Windows Server 2012 with Apache 2.4.29 Must include 24/7 online support Must include Onsite installations and support *PRC working hours onsite support 	15 calendar days upon receipt of Contract.

ACKNOWLEDGMENT AND COMPLIANCE WITH THE TERMS OF REFERENCE FOR THE PROCUREMENT OF WEBSITE MAINTENACE SSL CERTIFICATE FOR PROFESSIONAL REGULATION COMMISSION WEBSITE

 SIGNATURE OVER PRINTED NAME
 OF AUTHORIZED REPRESENTATIVE,
 DESIGNATION AND PRINTED NAME OF COMPANY

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 Chairman

OMAIMAH E. GANDAMRA
 Vice-Chairperson

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ANNEX "B"

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Member

PRICE QUOTATION SHEET FINANCIAL BID

Having read, examined and accepted the Terms of Reference on the subject Request for Quotation (RFQ), I/We submit our quotation/s for the item/s as follows:

Total Bid Price for the Project: (Inclusive of all taxes and bank charges)

PROCUREMENT OF WEBSITE MAINTENACE SSL CERTIFICATE FOR PROFESSIONAL REGULATION COMMISSION WEBSITE:

In Figures: _____

In Words: _____

*THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF VAT.

Bidder's authorized signature over printed name

Designation: _____

Name of Company: _____

Address: _____

Contact No: _____