



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:

ERWIN M. ENAD
Chairman


MARIA LIZA M. HERNANDEZ
Vice-Chairperson

GISELLE G. DURANA
Member


HENRIETTA P. NARVAEZ
Member


WILMA T. UNANA
Member

ALTERNATE MEMBERS:

JANE R. SEVESES
Vice-Chairperson

OMAIMAH E. GANDAMRA
Member

MARIDEL G. BANASIG
Member

TEODORO V. MENDOZA II
Member

PROVISIONAL MEMBERS:


REGIE O. TORRES
Provisional Member, IT Projects

CRISANTO L. DECENA
Provisional Member, Non-IT Projects

SECRETARIAT:

KAREN M. MAGSALIN
Secretary

MARGIERY D. DULIN
Member

LIEZEL F. BURAGA
Member

CHRISTOPHER A. MAYO
Member

ELIEZER C. LEYCO
Member

JOEL P. IGNACIO
Member

ARVIN R. LUNAR
Member

NOMAN MAUI G. EBORA
Member

REQUEST FOR QUOTATION RFQ No. 2022 - 72

Date:

Contact Person:

Name of Company:

Contact details:

PHILGEPS Registration Number (required):

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 in accordance with Section 53.9 (Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 for the project:

PROCUREMENT OF WEBSITE MAINTENANCE - SSL CERTIFICATE

Bidders who are legally, technically, and financially capable may submit their accomplished open quotation/proposal personally, by mail/courier, through facsimile No. (02) 5-310-0037, or via email at bac@prc.gov.ph using the "PRC Official Forms" provided herein duly signed by the owner or his duly authorized representative.

The **PRC** will hold a Pre-Bid Conference at **9:00 AM of September 20, 2022** via videoconferencing which shall be open to prospective bidders. For proper coordination, all interested bidders are hereby requested to submit their Letter of Intent to participate, including therein contract details, and send to bac@prc.gov.ph on or before **September 19, 2022**.

The **deadline of submission shall not be later than 03 October 2022 at 9:00 AM**. Evaluation of quotation/proposal will be on **03 October 2022, at 10:30 AM** at the BAC Office, 4th Floor, PRC Annex Building, P. Paredes St. Sampaloc, Manila. Bidder/s or its duly authorized representative/s who wish to attend the evaluation of bids must submit a letter of intent to the BAC through the BAC Secretariat to be given a link for the meeting.

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



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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. Duly notarized Secretary's Certificate (for partnership, corporation, cooperative, or joint venture) / Special Power of Attorney as representative (if sole proprietorship).

- 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.

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,


ERWIN M. ENAD
Commissioner
BAC Chairman



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ANNEX "A"

❖ TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. The bidder shall submit their proposal through their duly authorized representative using the provided **OFFICIAL FORMS (Annex "A" & "B")**.
3. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
4. Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be automatically rejected.
6. Award of Contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any erasures or overwriting shall be valid only if they are properly signed by the owner or his/her authorized representative.
8. Payment shall be made within 15-30 days upon receipt of the Statement of Account/Billing Statement, on a bank-to-bank basis.

❖ TERMS OF REFERENCE

| | |
|---|---|
| Name of Project : | PROCUREMENT OF WEBSITE MAINTENANCE - SSL CERTIFICATE |
| 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 Ten Thousand Pesos (Php210,000.00) inclusive of all applicable bank and government charges. |
| Location : | Professional Regulation Commission P. Paredes St., Sampaloc, Manila |



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| QTY | Technical Specifications and Schedule of Requirement |
|-----|--|
| 1 | <p>License – 1 year EV SAN SSL Certificate with 32 Subdomain</p> <p>Signing algorithm is SHA256.</p> <p>2048 bit future proof SSL Certificates.</p> <p>Issuance speed is 1-5 working days.</p> <p>Activates Green Address Bar.</p> <p>Universal Compatibility with all browsers and devices.</p> <p>Secure both <u>www.domain.com</u> and domain.com (without the www).</p> <p>Secure Site Seal.</p> <p>Unlimited SSL Server Licensing Promotion.</p> <p>Unlimited reissuance of certificate.</p> <p>Provides secure authentication between web browsers & server as well as server to server authentication.</p> <p>Free SSL and Website Security Checker with evaluation reports.</p> <p>With free portal to easily manage/monitor procured certificates.</p> <p>Sub domain name can be modified by request at no extra cost.</p> <p>Must run in server with Windows Server 2012 with Apache 2.4.26 in XAMPP 3.2.2.</p> <p>Must run in server with Windows Server 2012 with Apache 2.4.29.</p> <p>Must include 24/7 online support.</p> <p>Must include ONSITE installation and support (PRC working hours on onsite support).</p> <p>Delivery Period: Twenty (20) calendar days prior to the end of validity of the existing certificate on December 12, 2022.</p> |

ACKNOWLEDGMENT AND COMPLIANCE WITH THE TERMS OF REFERENCE FOR THE PROCUREMENT OF WEBSITE MAINTENANCE - SSL CERTIFICATE

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



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ANNEX "B"

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:

PROCUREMENT OF WEBSITE MAINTENANCE - SSL CERTIFICATE

Total Bid Price for the Project:

In Figures: _____

In Words: _____

***THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF VAT AND ALL TAXES AND BANK CHARGES.**

Bidder's authorized signature over printed name

Designation:

Name of Company:

Address:

Contact No: