

25 November 2024

REQUEST FOR QUOTATION

The **TOURISM PROMOTIONS BOARD** invites you to submit quotation for the item/s listed below:

RFQ No. TPB RFQ 2024-11-332
 PR No. 11.028 / 2024-11-250
 Requirements: SUPPLY AND DELIVERY OF REMOTE DESKTOP APPLICATION SOFTWARE LICENSE FOR TPB

Quantity	Item/Description	Estimated Unit Price	Total Cost (PhP)
1 Lot	<p>SCOPE OF WORK/ SERVICES/ DELIVERABLES</p> <p>Remote Desktop Application License which includes the following features:</p> <p>ACCESS & CONTROL</p> <ul style="list-style-type: none"> Up to 20 licenses included Mobile device support Up to 500 managed devices Device management File transfer Remote restart Remote printing TCP tunneling Wake-on-LAN capable <p>ADMINISTRATION & CUSTOMIZATION</p> <ul style="list-style-type: none"> Dynamic client configuration Custom alias Custom client Custom branding REST API Shared address book Session recording Command line interface <p>SECURITY & COLLABORATION</p> <ul style="list-style-type: none"> Two-factor authentication Auto disconnect Help center Access to technical support Access to customer success manager <p>PROJECT IMPLEMENTATION/SCHEDULE</p> <p>Must be delivered within thirty (30) calendar days upon receipt of the Notice to Proceed (NTP).</p>	PhP90,000.00	PhP90,000.00

	<p>TECHNICAL AND ELIGIBILITY REQUIREMENTS</p> <ul style="list-style-type: none"> • Bidder Qualifications <ul style="list-style-type: none"> - Must be an IT company operating for at least three (3) years and submit Company Profile • Bidder responsibilities <ul style="list-style-type: none"> - The service provider should be responsible for the management of the software which includes but not limited to license management, allocation, troubleshooting, and console administration <p>LEGAL REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Mayor's/ Business Permit 2. PhilGEPS Registration Number/ Certificate 3. BIR Certificate of Registration 4. Notarized Omnibus Sworn Statement <p>ATTACHMENTS</p> <ol style="list-style-type: none"> 1. Technical Specifications/ Terms of Reference 2. Statement of Compliance <p>NOTE</p> <ol style="list-style-type: none"> 1. All entries must be typewritten in your company letterhead. 2. Price validity shall be for a period of thirty (30) calendar days. 		
Terms	Thirty (30) working days from the receipt of invoice/ billing.		
ABC	Php90,000.00 inclusive of all applicable fees and taxes.		Php90,000.00

Please submit your **quotation, and legal** documents duly signed by your authorized representative to email address ada_cruz@tpb.gov.ph/ bac_sec@tpb.gov.ph not later than **29 November 2024, 12:00 NN**, subject to the Terms and Conditions stated herein.

Please be informed that the Tourism Promotions Board is evaluating our suppliers' performance based on these criteria: Quality (40%), Cost (25%), Timeliness (25%), and Customer Service (10%).

Thank you very much.


JANET G. VILAFRANCA
 Officer-in-Charge
 Procurement Management Division

Contact person: Ada Cruz

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

SUPPLY AND DELIVERY OF REMOTE DESKTOP APPLICATION SOFTWARE LICENSE FOR TPB

Bidders must state here either “**Comply**” or “**Not Comply**” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. **Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidder Bid and cross-referenced to that evidence. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.**

ITEM NO.	SPECIFICATIONS	STATEMENT OF COMPLIANCE
1	<p>SCOPE OF WORK/ SERVICES/ DELIVERABLES</p> <p>Remote Desktop Application License which includes the following features:</p> <p>ACCESS & CONTROL</p> <ul style="list-style-type: none"> - Up to 20 licenses included - Mobile device support - Up to 500 managed devices - Device management - File transfer - Remote restart - Remote printing - TCP tunneling - Wake-on-LAN capable 	
2	<p>ADMINISTRATION & CUSTOMIZATION</p> <ul style="list-style-type: none"> - Dynamic client configuration - Custom alias - Custom client - Custom branding - REST API - Shared address book - Session recording - Command line interface 	
3	<p>SECURITY & COLLABORATION</p> <ul style="list-style-type: none"> - Two-factor authentication - Auto disconnect - Help center - Access to technical support - Access to customer success manager 	
4	<p>TECHNICAL AND ELIGIBILITY REQUIREMENTS</p> <ul style="list-style-type: none"> • Bidder Qualifications <ul style="list-style-type: none"> - Must be an IT company operating for at least three (3) years and submit Company Profile • Bidder responsibilities <ul style="list-style-type: none"> - The service provider should be responsible for the management of the software which includes but not limited to license 	

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

	management, allocation, troubleshooting, and console administration	
5	PROJECT IMPLEMENTATION SCHEDULE Must be delivered within thirty (30) calendar days upon receipt of the Notice to Proceed (NTP).	
6	CONTRACT DURATION The subscription shall be effective for twelve (12) months from the start of the project implementation.	

Name of Company/Bidder

Signature over Printed Name
of Representative

Date

Omnibus Sworn Statement (Revised)
[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
 CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*
[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];
[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*
[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;
[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*
[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of __, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

TECHNICAL SPECIFICATIONS

SUPPLY AND DELIVERY OF REMOTE DESKTOP APPLICATION SOFTWARE LICENSE FOR TPB

I. BACKGROUND

As the Tourism Promotions Board (TPB) continuously adopt the Work-From-Home (WFH) arrangement, this approach presents both advantages and challenges. One key challenge is providing effective technical support to remote users. To address this, Enabling IT Support with remote access capabilities is essential. This ensures crucial technical support is given, minimizing downtime and promoting business continuity.

While several service providers offer free version of remote application software, these options often come with limited functionality and security features.

The procurement of a Remote Desktop Application Software License is therefore being undertaken to better meet the needs of providing advanced technical support remotely and ensure secure remote access to endpoints.

II. OBJECTIVE

To enable IT department with remote technical support capabilities and ensure endpoint access are within a secure channel.

III. SCOPE OF WORK / SERVICES

Item	Unit	Quantity	Duration (in months)
Remote Desktop Application License which includes the following features: Access & Control <ul style="list-style-type: none">▪ Up to 20 licenses included▪ Mobile Device Support▪ Up to 500 managed devices▪ Device Management▪ File Transfer▪ Remote Restart▪ Remote Printing▪ TCP Tunneling▪ Wake-On-LAN capable	License	1	12

<p>Administration & Customization</p> <ul style="list-style-type: none"> ▪ Dynamic Client Configuration ▪ Custom Alias ▪ Custom Client ▪ Custom Branding ▪ REST API ▪ Shared Address book ▪ Session Recording ▪ Command Line Interface <p>Security & Collaboration</p> <ul style="list-style-type: none"> ▪ Two-Factor Authentication ▪ Auto Disconnect ▪ Help Center ▪ Access to Technical Support ▪ Access to Customer Success Manager 			
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IV. PROJECT IMPLEMENTATION SCHEDULE

Must be delivered within thirty (30) calendar days upon receipt of the Notice to Proceed (NTP)

V. TECHNICAL AND ELIGIBILITY REQUIREMENTS

- **Bidder Qualifications**
Must be an IT company operating for at least three (3) years and submit company profile
- **Bidder Responsibilities**
The service provider should be responsible for the management of the software which includes but not limited to license management, allocation, troubleshooting, and console administration.

VI. APPROVED BUDGET FOR THE CONTRACT (ABC)

The ABC for this project is Ninety Thousand Pesos Only (P90,000.00) inclusive of all applicable fees and taxes

VII. TERMS OF PAYMENT

- Payment will be made once the following has been delivered:
 - Software licenses have been delivered with proof (screenshots)
 - Certificate of completion and acceptance signed by the MIS Department Head
 - Certificate of warranty
- Payment will be on a send-bill arrangement to be settled within thirty (30) working days upon receipt of a billing statement and complete supporting documents subject to usual accounting rules and regulations.
- Payments will be made through a Landbank of the Philippines (LPB) deposit. In case the supplier does not have an LBP account, bank charges will be shouldered by the supplier.

VIII. CONTRACT DURATION

The subscription shall be effective for twelve (12) months from the start of the project implementation schedule

IX. PROJECT OFFICERS CONTACT INFORMATION

	Primary	Alternate
Name	Jose Teodoro Delos Reyes	Edison Genelazo
Email Address	jt_delosreyes@tpbp.gov.ph	Edison_genelazo@tpb.gov.ph
Phone/Viber #	09760409961	09156885204