



Republic of the Philippines  
NATIONAL PRIVACY COMMISSION  
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

NETWORK MONITORING SOLUTION

30 June 2022

NOTICE TO ALL PROVIDERS/SUPPLIERS:

The National Privacy Commission intends to procure **NETWORK MONITORING SOLUTION (APP 2021-0191)**. As such, providers or suppliers of known qualifications are hereby invited to submit their quotations/price proposals signed by your authorized representative not later than **5:00 P.M., July 04 2022**. The service providers/suppliers must also submit the following requirements:

1. Copy of the Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
2. PhilGEPs Registration Number;
3. Notarized Omnibus Sworn Statement with applicable attachments<sup>1</sup>; and
4. Manifestation of compliance to the attached technical specification signed by your authorized representative.

Please submit your quotation together with the required documents via e-mail to [bacsecretariat@privacy.gov.ph](mailto:bacsecretariat@privacy.gov.ph) or via mail or courier in a sealed envelope to:

BIDS AND AWARDS COMMITTEE  
5th Floor, Ang Kiukok Hall,  
PICC Delegation Building, PICC Complex,  
Roxas Boulevard Manila 1307

Sincerely,

**ATTY. MA. FRANCES AIRA SY**  
BAC Secretariat Head  
National Privacy Commission

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<sup>1</sup> **NOTE:** Make sure to use the latest Omnibus Sworn Statement template downloadable from GPPB website (<https://www.gppb.gov.ph/downloadables.php>). Make sure that the "Jurat" of the sworn statement contains the details of the valid government issued ID of the affiant. Lastly, please make sure to submit its necessary attachments:

1. **If a sole proprietorship:** duly notarized Special Power of Attorney (if authorized representative)
2. **If a partnership, corporation, cooperative, or joint venture:** duly notarized Secretary's Certificate, Board/ Partnership Resolution, or Special Power of Attorney (whichever is applicable)

**NOTE:** Both the Omnibus Sworn Statement (OSS) and its attachment must specifically state the name of this procurement. Attached herein is the latest OSS template.

*The original of this document is in digital format*  
NPC\_BAC\_RFQ-V1.0, R0.0, 05 May 2021

Ref No.: RFQ-2021-0191

**TECHNICAL SPECIFICATION  
NETWORK MONITORING SOLUTION**

Item	Unit	QTY	Description/Specifications	Approved Budget of the Contract (Php 360,000.00)		Compliance (Manifest your compliance by <u>writing "COMPLY" in every item</u> )
				Unit Price	Total	
	lot	1	<ul style="list-style-type: none"> <li>• Please refer to the "Technical Specification" for:               <ol style="list-style-type: none"> <li>1. <i>Technical Requirements / Specification</i></li> <li>2. <i>Supplier's Qualification</i></li> <li>3. <i>Payment and Delivery</i></li> </ol> </li> </ul>			- _____ - _____ - _____
<b>TOTAL</b>						

Instruction to bidders (as applicable):

- I. All prices shall be VAT inclusive.
- II. All quotations shall be written with the company's letterhead.
- III. Compliance must be stated by **writing "COMPLY" in EVERY requirement** mentioned above, failure to do so shall be a ground for disqualification.
- IV. Present the original Mayor's Permit and submit Certified True Copy of the eligibility documents and signed Quotation upon the scheduled signing of Notice of Award for inspection and verification.
- V. Acknowledgement of the Notice of Award shall be within five business (5) days from its issuance.
- VI. Delivery shall be made to NPC, 5<sup>th</sup> Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307
- VII. Delivery shall be completed within Thirty (30) working days from receipt of Purchase Order/NTP.

CONFORME: \_\_\_\_\_  
(Name of Supplier/Provider/Date)

BY: \_\_\_\_\_  
(Name/Position/Signature of Representative/Date)



Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

TECHNICAL SPECIFICATION

NETWORK MONITORING SOLUTION  
(APP Item No. 2021 -0191)

**I. BACKGROUND**

The Interim Management Information Unit (iMISU) is the acting unit/committee that is tasked to support, maintain, and implement Information and Communications Technology (ICT) infrastructures and resources of the National Privacy Commission (NPC).

The Data Privacy Act of 2012 requires Personal Information Controllers (PICs) and Personal Information Processors (PIPs) to implement reasonable and appropriate organizational, physical, and technical measures intended for the protection of personal information against any accidental or unlawful destruction, alteration and disclosure, as well as any unlawful processing. Section 20 of NPC Circular 16-01 further requires government agencies to ensure that only known devices, properly configured to the agency's security standards, are authorized to access personal data.

To address this, the iMISU proposes to subscribe to a network monitoring software application that will aid in monitoring the visibility of network components like routers, switches, firewalls, servers, and Virtual Machines (VMs), including endpoint devices which are owned by the Commission.

**II. OBJECTIVES**

The subscription to a Network Monitoring Software Application / Subscription aims to:

1. Help the iMISU assess, point out, and fix network issues and spot malicious activity;
2. Track bandwidth utilization, uptime, availability and response times of network devices;
3. Provide detailed reports and analytics that can assist network administrator with troubleshooting; and
4. Alert the network administrator of any issues before they become real big problems.

### III. TECHNICAL REQUIREMENTS / SPECIFICATIONS

1. The Network Monitoring Solution should have the following specifications:
  - i. Capable of monitoring server system resources like CPU usage, Memory consumption, I/O, Process, etc.
  - ii. Supports monitoring and maintenance of different types of wireless devices (ex. Access points, switches, routers, etc.)
  - iii. Must have a mobile application that will enable the end-user to monitor the IT infrastructure anytime and anywhere and get instant push notifications on network device availability and performance.
  - iv. Must be able to support various operating systems.
  - v. Capable of providing detailed graphs and reports in the form of dashboards.
  - vi. Dashboards must be customizable to meet the needs of the end-user.
2. Supplier's Qualification

The supplier shall submit/provide the following documents:

- PhilGEPs Registration
- Mayor's/Business permit,
- Notarized Omnibus Sworn Statement with applicable attachments (ABC above Php 50,000.00) and Income/Business Tax Return (ABC above Php 500,000.00)
- Other documents as needed and prescribed under Revised IRR of Republic Act No. 9184.

3. The supplier/provider shall provide product demonstration.

### IV. PAYMENT AND DELIVERY

Delivery shall be consistent with the following schedule of requirements:

Item	Quantity	Date of Delivery	Supporting Documents
Network Monitoring Solution	1	Within thirty (30) calendar days from the receipt by the Supplier of Notice to Proceed (NTP)/Purchase Order (PO)	Instruction manual, warranty certificate, deliver receipt, billing statement/sales invoice/statement of account

**Place of Delivery:** NPC, 5<sup>th</sup> Floor, Delegation Building, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307

Reference No.: IMISU-22-0129

NPC\_BAC\_TS-G-V1.0, R0.0, 25 January 2022

Payment shall be made when the Goods have been delivered in accordance with the signed contract/ purchase order and instructions and upon issuance of Inspection and Acceptance Report by the Inspection and Acceptance Committee and the End-User.

**V. MODE AND NATURE OF PROCUREMENT**

This shall be procurement of Goods.

The mode of procurement shall be Alternative Mode through Negotiated Procurement - Small Value Procurement.

**VII. FUND SOURCE AND APPROVED BUDGET FOR THE CONTRACT (ABC)**

Source of Fund : Continuing General Appropriations Act FY2021 (RA11640)  
Continuing Annual Procurement Plan for F.Y. 2021(APP  
Item No. 2021 - 0191)

ISSP : NPC ISSP 2021-2023

Approved Budget : Approved Budget for the Contract is Three-Hundred Sixty  
for the Contract Thousand Pesos Only (Php 360,000.00).

Prepared by:



Digitally signed by Plandor  
Lennard Apora  
Date: 2022.05.30 21:32:18 +08'00'

**LENNARD A. PLANDOR**  
*ITO II, IMISU*

Recommending Approval:



Digitally signed  
by Magtalas  
Kelvin Santos

**KELVIN S. MAGTALAS**  
*Vice-Chair, IMISU*

Approved by:



Digitally signed  
by Alzona Ivin  
Ronald De Mesa

**ATTY. IVIN RONALD D.M ALZONA**  
*Chairperson, IMISU*  
*Executive Director*

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

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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

**SUBSCRIBE AND SWORN TO** before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_ at \_\_\_\_\_, affiant having exhibited to me his/her \_\_\_\_\_ issued on/valid until \_\_\_\_\_.

Doc. No.: \_\_\_\_\_

Page No. \_\_\_\_\_

Book No.: \_\_\_\_\_

Series of 20\_\_\_\_\_