



Republic of the Philippines
NATIONAL PRIVACY COMMISSION
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

UPS
(2021-0042)

16 September 2022

NOTICE TO ALL PROVIDERS/SUPPLIERS:

The National Privacy Commission intends to procure **UPS (APP 2021-0042)**. 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., 20 September 2022**.

The service providers/suppliers must also submit the following requirements:

1. Copy of Valid and Current 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 attachments¹;
4. Income Tax Return of the preceding year; and
5. 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 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

¹ **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.: BAC-22-00288

**TECHNICAL SPECIFICATION
UPS**

Item	Unit	QTY	Description/Specifications	Approved Budget of the Contract (Php 595,000.00)		Compliance (Manifest your compliance by <u>writing</u> <u>"COMPLY" in every item</u>)
				Unit Price	Total	
1	lot	1	<ul style="list-style-type: none"> • Please refer to the "Technical Specification" for: 			
			1. Technical Requirements			
			UPS (2 Units)			
			Specific UPS Requirements			
			Functional Requirements			
			Installation and Configuration Requirements			
			Warranty, Support and Documentary <ul style="list-style-type: none"> • At least 1 year warranty or replacement • At least 1-year technical support assistance <i>*See attached Technical Specification for other list of requirements</i>			
			Supplier's Qualification			
Service Level Agreement <i>*See attached Technical Specification for list of requirements</i>						
			2. Payments and Delivery Terms			
TOTAL						

Instruction to bidders (as applicable):

- I. All prices shall be VAT inclusive.
- II. Compliance must be stated by **writing "COMPLY" in EVERY requirement** mentioned above, failure to do so shall be a ground for disqualification.
- III. 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.
- IV. Acknowledgement of the Notice of Award shall be within five business (5) days from its issuance.
- V. Payment shall be made when the Goods have been delivered in accordance with the signed contract and instructions and upon issuance of Inspection and Acceptance Report.
- VI. Delivery shall be made to NPC Office at 5F Delegation Building, PICC Complex, Pasay City.

- VII. Full delivery shall be made within Forty-five (45) working days from receipt of the Purchase Order, Work Order, NTP with Instruction manual, warranty certificate, Billing Statement/Sales Invoice/Statement of Account, Delivery Receipt.

CONFORME: _____
(Name of Supplier/Provider/Date)

BY: _____
(Name/Position/Signature of Representative/Date)



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

TECHNICAL SPECIFICATION

UPS

(APP Item No. 2021-0042)

I. BACKGROUND

The Interim Management Information System Unit (IMISU) is acting as the Information Technology Division of the National Privacy Commission. It is tasked to support, maintain, and implement the Information and Communications Technology (ICT) infrastructure of the National Privacy Commission. Currently, there is no Uninterruptible Power Supply (UPS) for the Network Devices installed at the East Wing, in cases of power surges and/or power outages, possible hardware damages can occur, with this a UPS will serve as a frontline protection for network devices by providing continuous power and in many cases regulate voltage so that when regular services do come back on, network devices and other hardware installed in the East Rack will not be damaged by any power surges.

II. OBJECTIVE

The objective of this procurement is to protect network devices in the East Rack of NPC against unexpected power interruptions which can lead to damage to the hardware, loss of data, and loss of access to the servers that would result in disruption NPC's network services.

III. TECHNICAL REQUIREMENTS / SPECIFICATIONS

A. Specific UPS Requirements

1. Bidder must provide one (1) UPS with a rack height of 2U.
2. UPS must have an output power capacity of 3 kVA.
3. UPS must have at least 6 output receptables or must support IEC-60320-C13 connector.
4. UPS must have at least 1 output receptable or must support IEC 60320 C19 connector.
5. UPS must have at least an input voltage of 230V.
6. UPS must have at least an output voltage range of 200 VAC - 240 VAC.
7. UPS must have an LCD graphics display for visualizing modes of operation, system parameters and alarms.
8. UPS must have LED Indicators.
9. UPS must be rack-mountable of at least 1U in size, it should include rail kits, bolts, and screws.
10. UPS must be an enterprise class backup power solution.
11. Must be able to automatically detect external battery cabinets.
12. Bidder must include one (1) SNMP management card.

13. Bidder must include extended battery or module that is compatible with the UPS complete with rail kit.

B. Functional Requirements

1. UPS must be able to protect critical load from utility-supplied power problems, including spikes, brownouts, fluctuations, and power outages.
2. UPS must be accessible via Web Access via Web browsers.
3. UPS must be able to send alarm notifications via SNMP.

C. Installation and Configuration Requirements

1. Provider must be able to install, configure and integrate the UPS to the network infrastructure of NPC.
2. Provider must conduct a knowledge transfer on the operating procedure and monitoring to the end-user

D. Warranty, Support and Documentation

1. Provider must provide at least 1 year warranty or replacement in case the UPS and Batteries are found to be defective.
2. Provider must provide at least one (1) year technical support assistance / helpdesk support for the end-user.
3. Must have safety instruction manual and quick start guide.
4. Must have documentation or datasheet available online.
5. Warranty shall commence upon issuance of the Certificate of Acceptance.
6. Supplier must provide references or links to documents such as manual of operations and datasheets.

E. Supplier's Qualification

1. Supplier must be PHILGEPS registered.
2. Mayor's/Business permit.
3. Notarized Omnibus Sworn Statement with applicable attachments (ABC above Php 50,000.00) and Income/Business Tax Return (ABC above Php 500,000.00)
4. The technical personnel or team of technical staff of the supplier must have at least two (2) years of practical experience in configuration and installation of UPS.
5. The supplier shall comply with all the required documents of the NPC Bids and Awards Committee.
6. Other documents as needed and prescribed under Revised IRR of Republic Act No. 9184.

F. Service Level Agreement

1. Technical support assistance must respond via telephone or email to

resolve UPS technical issues encountered, in which case severity levels are indicated below:

- a. Severity Level 1 categorized as Minor - the issue must be resolved within one (1) hour after initial report to the service desk or customer support.
- b. Severity Level 2 categorized as Major - the issue must be resolved at the soonest possible time (within 2 hours).
- c. Severity Level 3 categorized as Critical - the issue must be resolved immediately (within 4 hours).

IV. PAYMENT AND DELIVERY

Delivery shall be consistent with the following schedule of requirements:

Item	Quantity	Date of Delivery	Supporting Documents
Uninterruptable Power Supply (UPS)	One (1) lot - two (2) units	Within Forty-Five (45) calendar days from the receipt by the Supplier of Notice to Proceed (NTP)/ PO	Instruction manual, warranty certificate, Billing Statement/Sales Invoice/Statement of Account, Delivery Receipt

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

100% 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 the 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 - 0042)

Information Systems : NPC ISSP 2021-2023
Strategic Plan (ISSP)

Approved Budget : Approved Budget for the Contract is Five Hundred Ninety-
for the Contract Five Thousand Philippine Pesos only (Php 595,000).

Prepared by:



Digitally signed by
Plandor Lennard Apora
Date: 2022.09.06
09:40:13 +08'00'

LENNARD A. PLANDOR
ITO II, IMISU

Approved by:



Digitally signed
by Magtalas
Kelvin Santos

KELVIN S. MAGTALAS
Vice Chairperson, IMISU

PCSO No. 028 s. 2022 Reconstitution of the Interim Management Information System Unit (IMISU)

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

SUBSCRIBED 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_____