



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**  
**BIDS AND AWARDS COMMITTEE**

**REQUEST FOR QUOTATION**

**VIRTUAL PRIVATE NETWORK**  
**(APP Item No. 2022-0139)**

28 October 2022

**NOTICE TO ALL PROVIDERS**

The National Privacy Commission intends to procure **VIRTUAL PRIVATE NETWORK (APP Item No. 2022-0139)**. 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., 02 November 2022**.

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

1. Copy of the 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. Manifestation of compliance to the attached technical specification signed by your authorized representative.<sup>1</sup>;

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:** 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)

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

Ref No.: BAC-22-00546

**TECHNICAL SPECIFICATION  
VIRTUAL PRIVATE NETWORK**

Item	Unit	Q T Y	Description/Specifications	Approved Budget of the Contract (Php 30,000.00)		Compliance (Manifest your compliance by writing <u>"COMPLY" in every item</u> )
				Unit Price	Total	
1	lot	1	<ul style="list-style-type: none"> <li>• Please refer to the "Technical Specification" for:</li> </ul>			
			<b>1. Technical Requirements</b>			
			<b>Virtual Private Network - 8 units</b>			
			<i>a. Specific VPN requirements</i>			
			<i>b. Functional VPN requirements</i>			
			<i>c. Warranty, Support and Documents</i>			
			<i>d. Service Level Agreement</i>			
<i>e. Supplier Qualification</i>						
			<b>2. Payment and Delivery</b>			
<b>TOTAL</b>						

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 schedule signing of Notice to Proceed for inspection and verification.
- IV. Acknowledgement of the Notice of Award shall be within five business (5) days from its issuance.
- V. Delivery shall be made to NPC, 5<sup>th</sup> Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307
- VI. Delivery shall be completed within 45 calendar 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 SPECIFICATIONS

VIRTUAL PRIVATE NETWORK  
(APP Item No. 2022-0139)

**I. BACKGROUND**

Currently, all personnel of the Data Security and Technology Standards Division (DSTSD) of the National Privacy Commission (NPC) follows a flexible work arrangement. Consequently, work mobility includes, but is not limited, to the following: working in the office, working from home, and working elsewhere, especially on official business.

**II. OBJECTIVES**

With the foregoing, a Virtual Private Network (VPN) shall ensure increased security so that the DSTSD can connect to any wireless communications network, regardless of the work location or area of deployment, given the flexible work arrangement.

**III. TECHNICAL REQUIREMENTS / SPECIFICATIONS**

**A. Specific VPN Requirements**

1. VPN must be compatible to different operating systems (Windows, Mac, Linux, Android, and iOS).
2. VPN must handle at least 4 simultaneous connections (supports 4 different devices at the same time).
3. VPN must have an AES-256 data securing level for encryption.
4. VPN must have a Kill Switch (VPN feature that automatically disconnects the device from the internet until the VPN connection is restored).
5. VPN must support P2P File Sharing (Supports distribution and sharing of digital media using peer-to-peer networking technology).

**B. Functional VPN Requirements**

1. VPN must be able to send notification via SNMP.
2. VPN must be accessible via Web Access via Web Browsers.

3. VPN must be able to provide for eight (8) users with a valid license working for one (1) year.

Reference No.: DSTSD-22-00355

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

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5<sup>th</sup> Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307  
URL: <https://www.privacy.gov.ph> Email Add: [info@privacy.gov.ph](mailto:info@privacy.gov.ph) Tel No. 8234-2228

### **C. Warranty, Support and Documentation**

1. Provider must be able to provide customer support, via 24/7 live chat and email for the end-user.
2. Must have documentation available online.
3. Must provide reference or links to documents such as manual of operations, worksheets, or a wiki/knowledge management web resource.

### **D. Service Level Agreement**

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

### **E. Supplier Qualification**

- 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.

## **IV. PAYMENT AND DELIVERY**

Delivery shall be consistent with the following schedule of requirements:

<b>Item</b>	<b>Quantity</b>	<b>Date of Delivery</b>	<b>Supporting Documents</b>
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Reference No.: DSTSD-22-00355

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

5<sup>th</sup> Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307

URL: <https://www.privacy.gov.ph> Email Add: [info@privacy.gov.ph](mailto:info@privacy.gov.ph) Tel No. 8234-2228

Virtual Private Network	Eight (8) Units	Within forty-five (45) calendar days from the receipt by the Supplier of Notice to Proceed (NTP) / Purchase Order (PO)	Instruction manual
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Place of Delivery: NPC, 5th Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307

Payment shall be made when the Goods have been delivered based on the signed contract & instructions and upon issuance of Inspection and Acceptance Report by the end user and Inspection Committee.

**V. MODE AND NATURE OF PROCUREMENT**

This shall be the procurement of Goods.

The mode of procurement shall be Small Value Procurement.

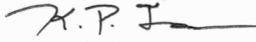
**VII. FUND SOURCE AND APPROVED BUDGET FOR THE CONTRACT (ABC)**

Source of Fund : FY 2022 General Appropriations  
NPC Annual Procurement Plan FY 2022  
(APP Item No. 2022-0139)

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

Approved Budget: Approved Budget for the Contract is Thirty Thousand Philippine Pesos (PhP30,000.00).

**Prepared by:**



Sgd.

**KENNETH PAUL C. TAN**  
*ISA I, DSTSD*

**Reviewed by:**

Digitally signed by Esguerra  
Janssen Coronel  
Date: 2022.10.06 12:05:51 +08'00



Sgd.

**JANSSEN C. ESGUERRA**  
*ITO I, DSTSD*

**Recommending Approval:**



Digitally signed by Ragsag  
Jonathan Rudolph Yandan

**JONATHAN RUDOLPH Y. RAGSAG**  
*OIC-Chief, DSTSD*

**Approved by:**



Digitally signed  
by Nieva Aubin  
Arn Romero

**ATTY. AUBIN ARN R. NIEVA**  
*Director IV, DASCO*