



REPUBLIC OF THE PHILIPPINES
Sandiganbayan
Quezon City

APPROVED FOR POSTING

MA. TERESA S. PABULAYAN
Executive Clerk of Court IV

RFQ No. / Date: SVP-2024-122-05/ May 8, 2024
P.R. No. and Date: 24-04-400/ April 17, 2024

REQUEST for QUOTATION

The *Sandiganbayan*, through its Bids and Awards Committee, invites all eligible suppliers, contractors, and/or consultants to submit a quotation of their best offer for the item/s described below, subject to the Terms and Conditions and within the Approved Budget for the Contract (ABC).

Qty	Unit	Description	Approved Budget for the Contract (ABC)
1	Lot	<p>Procurement of Internet Subscription for Secondary Internet Connection (Fail-over Back-up) for 12 months</p> <p>Technical Specifications</p> <p><i>General Requirements:</i></p> <ol style="list-style-type: none">1. Broadband Direct Access Pure Fiber Connection point to point) or leased line high bandwidth Direct Access Connection.2. Committed Information Rate (CIR) of no less than 300mbps Symmetric.3. 99% assured connection uptime4. On-site installation of ISP-provided router <p><i>Technical Requirements:</i></p> <ol style="list-style-type: none">1. Maintain a redundant Dedicated Direct Fiber Internet Connection at Sandiganbayan thru Fiber Optic Connection – At least 300 Mbps Committed Information Rate (CIR) full bandwidth (symmetrical)2. Maintain the ISP provided equipment for at least 300 Mbps redundant direct Internet Connection – Configure the router of ISP Specific Device3. Maintain the assigned public Internet Protocol (IP) Addresses to the Sandiganbayan – At least 6 usable Public IP Addresses4. Maintain the Domain Name Server (DNS) reverse lookup for entries with the assigned classless network – Reliable DNS reverse-lookup5. Maintain the reliable Forwarding and Secondary DNS – Reliable Forward and Secondary DNS6. Maintain the Termination Block/box from end-user to last-mile connection – Install termination block/box	Php630,000.00

	<ul style="list-style-type: none"> 7. Availability and quality of connection – Not less than 99% link uptime in a month 8. Latency – Not more than 14ms from Sandiganbayan to ISP port 9. Provide a single point of contact for customer support in both areas of network connectivity and internet access – Single point of contact for customer support 10. Submit Access/ usage report – Monthly report 11. Provide proactive notice of scheduled downtimes or service interruption – not less than seven (7) days 12. Render customer service support – 24 hours x 7 days 13. Provide “Performance Credit” or rebate in the Service Level Agreement (SLA) – Performance Credit 14. Provide a detailed Work Plan – Detailed work plan 15. It should not be the same as the primary internet service provider 	
Delivery Date	August 31, 2024	
Deadline of Submission	May 17, 2024/ 3:00 P.M.	

INSTRUCTIONS

Note: Failure to follow any of these instructions will automatically disqualify your entire quotation.

1. Suppliers must submit the following required documents as **Attachments** to their Quotation/Proposal:
 - a. Valid and current Mayor’s/Business Permit
 - b. PhilGEPS Registration Number
 - c. Income/Business Tax Return¹
 - d. Notarized Omnibus Sworn Statement (OSS)² *(may be submitted prior to the issuance of a Notice of Award. Bidder/supplier’s OSS shall be valid for six (6) months and may be used for other Alternative Methods of Procurement (AMP) in the Sandiganbayan, unless an updated OSS is required.)*

2. All entries must be typed or written in a clear and legible manner.

3. There shall be no alteration of the contents of this form, including its attachments. If another form is used other than the attached Price Quotation Form (ANNEX A), please include the following in your quotation:
 - a. Terms of Payment
 - b. Warranty; if applicable

¹ For ABC above Php500,000.00 (As per Appendix A of Annex “H” of the 2016 RIRR of R.A. No. 9184)

² For ABC above Php50,000.00 (As per Appendix A of Annex “H” of the 2016 RIRR of R.A. No. 9184)

- c. Place of Delivery: SANDIGANBAYAN, Centennial Bldg., Commonwealth Ave., cor. Batasan Road, Quezon City
- d. Delivery Period
- e. Price Validity Period
- f. Certificate of Exclusive Distributorship; if applicable
- g. Tax Identification Number (TIN)
- h. Use company letterhead for your quotation and address the same to:

ATTY. DASHELL C. YANCHA-PO
Chief Judicial Staff Officer
Procurement Management Division

4. All technical specifications must be complied with. Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.

5. Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the email shall be considered.

TERMS and CONDITIONS

1. All quotations are considered an offer of the items specified above at the prices quoted in the Price Quotation Form ("Annex A") and a guaranty of availability of the quoted items. In the event that the offer is accepted, a Purchase Order (PO) for the above-mentioned items will be sent to the suppliers concerned advising them of such acceptance and such other terms of delivery, as applicable. **Upon receipt of the PO, the supplier shall submit the signed "Conforme" in the PO within two (2) calendar days.**

2. The submission of an alternate quotation/offer is not allowed. Suppliers who submit more than one (1) quotation shall be automatically disqualified.

3. All prices herein offered are valid, binding, and effective for thirty (30) calendar days from date of submission.

4. An alteration or amendment of the Terms and Conditions shall render the quotation as non-responsive/non-compliant, unless such alteration or amendment is advantageous and beneficial to the Procuring Entity.

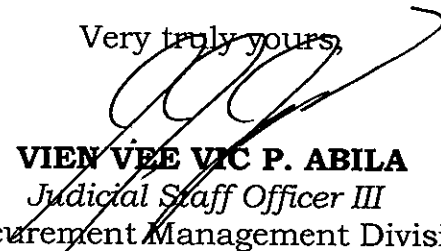
5. In case of a tie, the concerned parties will be informed and invited to a "drawing of lots" or any other similar method of chance, in accordance with GPPB Circular 06-2005 ("*Tie-Breaking Method*").

6. The *Sandiganbayan* reserves the right to reject any or all offers, or accept such offer it may consider most economical and advantageous to the government.

7. The salient provisions of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 on liquidated damages and imposition of administrative penalties shall be observed.

For any clarification, kindly contact Karlo Enrico S. Baguio or Vien Vee Vic P. Abila through +632 8951-4587/ 8951-4596 or email us at sandiganbayanpmd@gmail.com.

Very truly yours,



VIEN VEE VIC P. ABILA
Judicial Staff Officer III
Procurement Management Division

PRICE QUOTATION FORM

SANDIGANBAYAN BIDS AND AWARDS COMMITTEE

Sandiganbayan Centennial Building
Batasan Road, Quezon City

ATTN: PROCUREMENT MANAGEMENT DIVISION

Sir/Ma'am:

After having carefully read and accepted the terms and conditions in the Request for Quotation, please find below our quotation for the item/s as follows:

Qty	Unit	Description	Quote per unit	Total Quote
1	Lot	Procurement of Internet Subscription for Secondary Internet Connection (Fail-over Back-up) for 12 months (see attached Technical Specifications)		
Delivery Date		Fifteen (15) working days from receipt of the Purchase Order (PO).		

INSTRUCTIONS

The above quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name & Signature of Authorized Representative

Company Name

Company Address

Tax Identification Number (TIN)

PhilGEPS Registration Number

Contact Number/s

Email Address

Date Issued

TECHNICAL SPECIFICATIONS

General requirements:

1. Broadband Direct Access Pure Fiber connection (point to point) or leased line high bandwidth Direct Access Connection.
2. Committed Information Rate (CIR) of no less than 300mbps Symmetric.
3. 99% assured connection uptime.
4. On-site installation of ISP-provided router

Technical requirements:

Parameters	Evaluation Parameters
Maintain a redundant Dedicated Direct Fiber Internet Connection at Sandiganbayan thru Fiber Optic Connection	At least 300 Mbps Committed Information Rate (CIR) full bandwidth (symmetrical)
Maintain the ISP Provided equipment for at least 300 Mbps redundant direct Internet Connection	Configure the router of ISP Specific Device
Maintain the assigned public Internet Protocol (IP) Addresses to the Sandiganbayan	At least 6 usable Public IP Addresses
Maintain the Domain Name Server (DNS) reverse lookup for entries with the assigned classless network	Reliable DNS reverse-lookup
Maintain the reliable Forwarding and Secondary DNS	Reliable Forward and Secondary DNS
Maintain the Termination Block/box from end-user to last-mile connection	Install termination block/box
Availability and quality of connection	Not less than 99 % link uptime in a month
Latency	Not more than 14ms from Sandiganbayan to ISP port
Provide a single point of contact for customer support in both areas of	Single point of contact for customer support

network connectivity and Internet access	
Submit Access/usage report	Monthly Report
Provide proactive notice of scheduled downtimes or service interruption	Not less than seven (7) days
Render customer service support	24 hours x 7 days
Provide "Performance Credit" or rebate in the Service Level Agreement (SLA)	Performance Credit
Provide a detailed Work Plan	Detailed work plan
It should not be the same as the primary internet service provider	