



REQUEST FOR QUOTATION

1. The Philippine Ports Authority - Port Management Office of Batangas (PPA-PMOB) through its Bids and Awards Committee (PMOB-BAC) will undertake procurement of **Internet Connection Service for TMO Tablas** in accordance with Section 53.9 Small Value Procurement of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The details of the project are the following:

- a. Name of Project : **INTERNET CONNECTION SERVICE FOR TMO TABLAS**
- b. Reference No. : **BAC-BGS-018A-2021**
- c. Duration : **Nine (9) months (April to December 2021)**
- d. Project Location : **PPA TMO Tablas, Odiongan, Romblon**
- e. Project Description : **Installation of internet network structure and subscription of internet connection service**
- f. Approved Budget for the Contract (ABC) :

Item No.	Qty.	Unit	Item Description / Technical Specification	Amount (in Php)
1	1	lot	Monthly Fiber Internet Subscription Plan (8-10 mbps) (April to December 2021)	9,520.00
2	1	lot	One Time Installation Fee	3,920.00

- g. Source of Fund : **PPA Corporate Funds**

2. The duly accomplished **Price Quotation Form (Annex "A")**, duly notarized **Omnibus Sworn Statement (Annex "B")** and duly signed/conformed **Terms of Reference (Annex "C")** together with the **CERTIFIED TRUE COPY** of the following documents: a) Valid Mayor's/Business permit; b) Valid PhilGEPS Registration; and c) Latest Income/Business Tax, shall be submitted in a sealed envelope by mail, courier or hand carried to the PMOB-BAC on or before **9:00 a.m. of 06 April 2021** at the **Engineering Services Division Office, 5/F, PPA Administration Building, Port Access Road, Calicanto, Batangas City** addressed to:

JEFREN P. PANGANIBAN
Chairperson, PMOB-BAC
Philippine Ports Authority
Port Management Office of Batangas
PPA Administration Building,
Port Access Road, Calicanto,
Batangas City 4200

Failure to comply with the instructions and to submit the required documents shall be ground for disqualification.

3. All quotations shall be inclusive of the applicable Value Added Tax (VAT) and shall be valid for a period of ninety (90) calendar days from the deadline of submission of quotations.
4. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the signatory or his/her duly authorized representative/s.
5. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of Purchase Order not completed within the prescribed completion period shall be imposed per day to day of delay. The PPA may rescind the agreement once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of purchase order, without prejudice to other courses of action and remedies open to it.
6. The project shall be awarded to the service provider determined to be the Single or Lowest Grand Total calculated and Responsive Quotation.
7. A warranty security shall be required from the winning bidder for a period of one (1) year. The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) of payment, or a special bank guarantee equivalent to at least one percent (1%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period. Provided, however, that the supplies delivered are free from patent and latent defects.
8. For further information, you may contact **Crisanto L. Rabina**, Head, BAC Secretariat at Telephone No. **(043) 723-8706**.



JEFREN P. PANGANIBAN
Chairperson, PMOB-BAC

Price Quotation Form

Date: _____

JEFREN P. PANGANIBAN

Chairperson, PMOB-BAC
 Philippine Ports Authority
 Port Management Office of Batangas
 PPA Administration Building,
 Port Access Road, Calicanto,
 Batangas City 4200

Dear Mr. Panganiban,

After having carefully read and accepted the terms and conditions in the **Request for Quotation (RFQ)** for the procurement of the project entitled "**INTERNET CONNECTION SERVICE FOR TMO TABLAS**", we hereby submit our proposal corresponding to your requirements.

Item No.	Qty.	Unit	Item Description / Technical Specification	Amount (in Php)
1	1	lot	Monthly Fiber Internet Subscription Plan (8-10 mbps) (April to December 2021)	
2	1	lot	One Time Installation Fee	

The above quoted prices are inclusive of all costs and applicable taxes. The aforementioned requirement shall be rendered to **Philippine Ports Authority – Port Management Office of Batangas, PPA Administration Building, Port Access Road, Calicanto, Batangas City** within a period of **nine(9) months** upon receipt of a written notice or Contract, whichever is applicable.

Very truly yours,

*Name/Position/Signature of Representative*_____
*Name of Company*_____
*Company Address*_____
*Contact Number*_____
Email Address

Omnibus Sworn Statement

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

AFFIDAVIT

I, _____, of legal age, _____, _____, and residing at
[Name of Affiant] [Civil Status] [Nationality]

[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 _____ with

office address at _____;
[Name of Bidder] [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 _____
_____ of the _____

_____ as shown in the attached duly notarized Special Power of Attorney;
[Name of the Project] [Name of the Procuring Entity]

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 _____

_____ of the _____, as shown in the attached _____
[Name of the Project] [Name of the Procuring Entity] [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. _____ is not "blacklisted" or barred from bidding by the
[Name of Bidder]
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;

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. _____ is authorizing the Head of the Procuring Entity
[Name of Bidder]
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 _____

_____ is related to the Head of the Procuring Entity,
[Name of Bidder]
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. _____ complies with existing labor laws and standards; and
[Name of Bidder]

8. _____ is aware of and has undertaken the following responsibilities as a Bidder:
[Name of Bidder]

- a) Carefully examine all of the Bidding Documents;
- b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
- c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
- d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the
_____.

9. _____ did not give or pay directly or indirectly, any commission,
[Name of Bidder]
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.

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

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of _____ at _____
Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her _____, with his/her photograph and signature appearing thereon,
[insert type of government identification card used]
with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of _____.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

TERMS OF REFERENCE

Provision of Internet Connection Service
Philippine Ports Authority
TMO Tablas

I. Rationale

One of the major requirements of the new media is the availability of internet facility that has efficient capability to access electronic data and information from different sources and share to the port clients, especially in processing on the Online Submission of Notice of Arrival (NOA) and Application for Berth/Anchorage (ABA) thru IPORTS.

The Online NOA/ABA is an electronic tool that can be used by the public/port users/shipping lines for the submission of advance vessel arrival notices and application for berth/anchorage, including crew list information and is intended to complement the existing Port Operations Management System (POMS). POMS on the other hand, is a computerized application designed specifically for internal PPA operations which has been in operation since 2006.

With this new development in port operations process, it is expected that this will pave the way for a healthy exchange of information, smooth integration process and ease of doing business between PPA and its clients.

TMO Tablas is currently utilizing a prepaid pocket Wi-Fi internet connection with up to (4 Mbps) bandwidth shared connection. Considering the importance of a strong and stable internet connection in port operation, TMO Tablas deemed it necessary to effect the enhancement of its existing internet connection through the engagement of Internet Service Providers (ISPs) that shall provide TMO Tablas efficient, reliable and cost effective internet connection.

II. Scope of Work

The project covers the following:

- a. Engagement of ISP from PPA, TMO Tablas to the provider's Internet facility;
- b. Subscription of the Internet Connection will be from April 01, 2021 to December 31, 2021;
- c. Installation of the proposed internet connection to TMO Tablas Office's network infrastructure. The winning ISP bidder/s shall provide the necessary hardware, terminations and other services required to setup the internet connection. Details of the technical requirements are indicated in Section IV of this TOR. Winning bidder of the primary internet connection can no longer bid for the secondary internet connection;
- d. Provision of diagnostic reports and updates in case of connection failure
- e. Provision of monthly utilization graphs and/or MRTG tool for monitoring of

link quality and bandwidth utilization;

- f. Provision of 24x7 support services;
- g. Entering into a Service Level Agreement which defines parameters of rebates for non- performance, etc. and
- h. If in case PPA, TMO Tablas transfers to a new office location, the Provider must transfer the connection to the new location at no cost to PPA.

III. Qualification Requirements

- i. ISP should be a telecommunication company or owner of a network, have the expertise and five (5) year experience in internet service provisioning.
- j. ISP must have the capacity and ability to provide maintenance services and technical support.
- k. ISP shall submit copies of Client Satisfactory Certificates from at least three (3) clients each for the last three (3) years for similar contracts. Similar contracts shall refer to 10 Mbps Internet Connection.

IV. Technical Requirements

- a. ISP shall submit detailed work plan specifying installation design, detailed activities, connectivity diagram from end user premise up to the last mile and timelines in order to determine compatibility with the existing TMO Tablas Local Area Network configuration and TMO Tablas building's electrical power rating. Bidders are required to conduct site inspection.
- b. The technical requirements and evaluation parameters are as follows:
 - Speed requirement: Up to 10 Mbps bandwidth.
 - In case of share channel, the minimal guaranteed bandwidth should be clearly mentioned in the proposal.
 - Connection should be of cable type, preferably fiber-optic; wireless solutions may be considered.
 - Service reliability must be ensured. Overall uptime should not be less than 99%.
 - Data confidentiality guarantee; Provider may not scan traffic (if this should be done for finding problems in the network a prior TMO Tablas agreement must be obtained).
 - All necessary hardware, cabling and software (if required for Internet service) should be provided and set up by the provider.
 - Offer or should provide a backup.
 - Free and unlimited technical support.
 - Quality of Service.
 - Fiber optic connectivity from the ISP to the Internet backbone.

V. Terms and Condition

ISP's Liability

The employees of the ISP are not employees of PPA; the PPA shall not in any way be liable or responsible for any physical injury or damages, including death sustained or caused by any of the employees of the ISP whether or not occurring during the performance of their duties. The ISP agrees and binds itself to indemnify the PPA for whatever injuries or damages caused or occasioned or contributed to by failure, negligence or conduct of the ISP arising out of or in connection with or on the occasion of the performance of this agreement. The ISP shall at all times, stand solely liable and responsible for the enforcement of, and compliance with all existing laws, rules and regulation and binds itself to save and hold PPA free and harmless from any liability in respect thereof and or arising therefrom and / or by reason of this Terms of Reference (TOR) and its implementation.

VI. Implementation Timeline

All installation works shall be accomplished, and connection launched within 15 days after the signing of the Contract.

Prepared by:


MARGARITA EMELYN B. VILLAMOR
End-User / Division Manager A, Admin Division

Noted by:


JOSELITO SINOCRUZ PhD
Port Manager

Conforme:

Authorized Signatory