



Republic of the Philippines
Office of the President
National Security Council

NSC BIDS AND AWARDS COMMITTEE
REQUEST FOR QUOTATION
RFQ NO.: NSC2019-003

The National Security Council (NSC), through its Bids and Awards committee (BAC) hereby invites all eligible interested suppliers/distributors to quote their lowest price on the items listed below subject to the General Conditions stated herein and submit the same duly signed by their authorized representatives not later than **17 June 2019 (Monday)** :

Name of Project	
	<p>1 License - Microsoft Exchange Server Standard 2019 (ExchgSvrStd 2019 OLP NL Gov)</p> <p>110 License - Microsoft Exchange Standard CAL 2019 (UsrCAL) ExchgStdCAL 2019 OLP NL Gov UsrCAL)</p> <p>1 Lot - Microsoft Exchange Deployment Service</p> <ul style="list-style-type: none">>Pre-requisites Validation>Extend AD Schema, AD Preparation>Installation of Exchange Server 2016>Configuration of OWA and Outlook Anywhere>Outlook Connectivity Test to up to 2 users/PCs>Deployment Schedule <p>SCOPE:</p> <ul style="list-style-type: none">• Project Kickoff• Requirements Gathering and Analysis• Planning and Design• Deployment• Testing• Documentation• Knowledge Transfer and Training venue for 10pax

TERMS OF REFERENCE:

I. TIMELINE/SCHEDULE OF DELIVERY

The supply and delivery of the Microsoft Exchange Server Standard 2019 with 110 licenses and Exchange Server Deployment Service with the project scopes stipulated therein shall be completed within sixty (60) calendar days upon receipt of Purchase Order (P.O.). Late delivery shall be subjected to penalty equivalent to 1/10 of 1% of the total contract price for every day of delay.

II. INSTITUTIONAL REQUIREMENTS

The prospective Bidders shall adhere strictly to the terms and conditions of this TOR.



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III. TERMS OF PAYMENT

The contract amount shall be paid in full-subject to deduction of applicable taxes, by the NSC to the supplier upon completion and fulfillment by the latter of the terms and conditions stipulated under this Terms of Reference.

The above payment shall be paid by the NSC within fifteen (15) calendar days after receipt of the following; 1) Statement of Account with description of goods delivered; 2) Supplier's Certification of 100% Completion of the project; and 3) Certificate of Inspection and Final Acceptance by the NSC **Inspection Committee** which shall not exceed sixty (60) calendar days from the receipt of Purchase Order (P.O.)

IV. APPROVED BUDGET CEILING

The approved budget for the contract is **NINE HUNDRED NINETY THOUSAND FIVE HUNDRED PESOS ONLY (PhP990,500.00)**.

V. GENERAL CONDITIONS

1. All quotations must be typewritten in the company's letterhead.
2. PhilGEPS Registration Number, Mayor's or Business Permit, Income Tax or Business Tax Return and Notarized Omnibus Sworn Statement shall be attached upon submission of the Quotation.
3. All quotations shall be considered as fixed prices and not subject to price escalation during the contract implementation.

For further inquiries, you may coordinate with Ms. ELVIRA B. PAREJA at telephone 02-927-4245 loc 1506. The quotation must be submitted through e-mail at property@nsc.gov.ph and delivered to the address below:

No. 5 NIC Compound
V. Luna Road cor East Avenue
Bgy Pinyahan, Quezon City

The NSC reserves the right to reject any or all Quotations/Bids, to waive any minor defects therein, to annul the bidding process, to reject all Quotations/Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder(s), and to accept only offer that is most advantageous to the Government.

The NSC assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of their Quotation/Bid.

FILONILA D. BALITAAN
Assistant Director General and
Chairman, Bids and Awards Committee