

Request for Quotation

June 23, 2021

The **TOURISM PROMOTIONS BOARD** invites you to submit quotations for the item/s listed below;

Quotation No. TPB-PR.2021.06.228
PR No. 6.036 / MISD

Requirements : CLOUD STORAGE OF 200GB FOR 50 TPB GSUITE EMAIL ACCOUNT

Project Title : TPB GSUITE EMAIL ACCOUNT

| Quantity | Particulars | Estimated Unit Price (Php) | Estimated Total Amount (Php) |
|-------------|---|----------------------------|------------------------------|
| 50 Accounts | <p>ADDITIONAL CLOUD STORAGE OF 200GB FOR TPB 50 G SUITE EMAIL ACCOUNTS</p> <p>Unit: Account / Quantity: 50 / Unit Cost: Php8,000.00</p> <p>TECHNICAL SPECIFICATIONS</p> <p>Additional Cloud Storage of 200 GB for 50 G Suite Basic Accounts with a validity period of 6 months (July – December 2021)</p> <ul style="list-style-type: none"> ▪ Custom and secure business email ▪ 100 participant video meetings ▪ 200 GB cloud storage per user ▪ Security and management controls ▪ Standard support | 8,000.00 | 400,000.00 |

| | | | |
|-------|--|--|--|
| | <p align="center">SUPPLIER ELIGIBILITY REQUIREMENTS</p> <p>1. The Supplier must be able to handle, install and migrate/copy all of the email accounts should there be a need</p> <ul style="list-style-type: none"> ➤ from web-based G Suite account to various email app such as Mail app for Mac and Microsoft Outlook for Windows | | |
| Terms | 30 days upon receipt of invoice | | |
| ABC | Php 400,000.00 inclusive of all applicable taxes | | |

Please submit your quotation and legal documents not later than **June 28, 2021, 12:00 Noon** thru email at soc_torres@tpb.gov.ph, subject to the Terms and Conditions attached herewith, duly signed by your representative to the Procurement and General Services Division, Administrative Department, 4th Floor, Legaspi Towers 300, Roxas Blvd., Manila.

Please address your quotation to the undersigned.

Thank you very much.

sgd

ELOISA A. ROMERO

Head, Procurement and General Services Division

Contact Person

SOCRATES G. TORRES

Contact No

8525-93-18 loc. 266
soc_torres@tpb.gov.ph

Note: All entries must be typewritten in your company letterhead.

Price Validity shall be for a period of thirty (30) calendar days.

Suppliers must submit the following legal documents to be eligible to participate in the bidding:

1. SEC/DTI Registration Certificate
2. Updated Mayor's Permit/License
3. BIR Registration / TIN
4. Company Profile/Reference
5. PhilGEPs Certificate
6. Notarized Omnibus Sworn Statement (Revised Issue)