

Request for Quotation

February 8, 2022

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

Quotation No. TPB-PR.2022.02.031_Cloud Storage for 50 Google Workspace Accounts
PR No. 2.015 / MISD

Requirements : CLOUD STORAGE FOR 50 GOOGLE WORKSPACE ACCOUNT

Project Name: Additional Cloud Storage for 50 G Suite Accounts

| Quantity | Particulars | Estimated Unit Price (Php) | Estimated Total Amount (Php) |
|-------------|---|----------------------------|------------------------------|
| 50 Accounts | <p>ADDITIONAL CLOUD STORAGE FOR 50 GOOGLE WORKSPACE ACCOUNTS VALID FOR 5 MONTHS (February to June 2022)</p> <p>Unit: License Quantity: 50 Unit Cost: Php 7,000.00 Total Cost: Php 350,000.00</p> <p>DELIVERABLE</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 ▪ Valid for 5 Months (February – June 2022) | | 350,000.00 |

| | | | |
|-------|---|--|--|
| | <p>REQUIRED BIDDER QUALIFICATIONS</p> <ol style="list-style-type: none"> 1. The supplier must be the current provider of TPB's G Suite Accounts 2. The Supplier must be able to handle, install and migrate/copy all of the email accounts should there be a need from web-based G Suite account to various email app such as Mail app for Mac and Microsoft Outlook for Windows <p>DELIVERY PERIOD: Within 30 calendar days after receipt of NTP</p> | | |
| Terms | 30 days upon receipt of invoice | | |
| ABC | Php 350,000.00 inclusive of all applicable taxes | | |

Please submit your quotation and legal documents not later than **February 14, 2022, 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.



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)