



DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)
Energy Center, Rizal Drive Bonifacio
Global City, Taguig City, Philippines 1632

RFQ No.	RFQ-02-0101-2022-06-0199-0725-0106
Purchase Request No.:	02-0101-2022-06-0199

REQUEST FOR QUOTATION

Title of Procurement/End-user	: PROCUREMENT OF ACTIVE DIRECTORY MANAGEMENT SOFTWARE MAINTENANCE AND SUPPORT SERVICES (1 License)
Mode of Procurement	: Small Value Procurement (AMP53.9)
Bidding Terms	: Per Lot
Delivery Terms/Schedule	: 30 Days upon receipt of approved Purchase Order
Delivery Location	: Department of Energy Main Office, BGC Taguig City
Payment Terms	: Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance.

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3rd Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: bacsecretariat@doe.gov.ph not later than **29 July 2022, Friday at 5:00PM** LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications		
	Description/ Specification:	Total ABC
	<ul style="list-style-type: none">Support existing Active Directory Management Software8x5 Technical Support via phone, email or webchatOn-site local support for critical issues and concernSemi-annual system health checkAccess to product updates (major enhancements, new features and bug fixes)Unlimited objects for one (1) domainThree (3) helpdesk technicians (account login)Administrator Training / Update thru virtual remote session optionTerms of Payment: 45 Days upon delivery and signing of Certificate of Acceptance by End-UserCoverage: One (1) year from Contract Effectivity	400,000.00
General Conditions: <ol style="list-style-type: none">Quotation shall be valid for sixty (60) days from submissionSample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. (If applicable)The following documents shall be attached/included in the submission of proposal/quotation:<ol style="list-style-type: none">Mayor's / Business PermitPhilGEPS Registration Number/CertificateIncome /Business Tax ReturnOmnibus sworn Statement (Annex C)Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.The Supplier shall clearly state the company name and account name for payment.The price quoted is inclusive of all taxes and other charges.The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.		